CA4 ON HBL W26 A31

URBAN/MUNICIPAL

URBAN/MUNICIPAL

AGENDAS--BUSINESS MANAGEMENT COMMITTEE

Board of Education

January 1987--September 1987

AGENDA

BUSINESS MANAGEMENT COMMITTEE

1987 01 08

CA4 ON HBL W26
A31
1987

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GOVERNMENT DOCUMENTS

Confirmation of the minutes of the last meeting.

GENERAL

NEW BUSINESS:

1. Recommendations of the Director of Education **Page 1**
2. Investment of Short Term Funds.
3. Cash Flow.
4. Membership Fees 1986:

A.L.S.B.O. (includes OSTC $4,007 & CSTA $3,092)	- $27,401	**Pages 2 - 8**
C.E.A. (Canadian Education Association)	- 2,637	**Pages 9 - 10**
O.A.C.D. (Ontario Association for Curriculum Development)	- 600	**Page 11**
O.P.S.T.A. (Ontario Public School Trustees' Association) (includes OSTC Membership)	- 22,642	**Page 12**

5. Solicitors' Fees for 1986 - Evans, Philp
   - Halpern
6. Wyatt Company Study of the Board's Retirement Gratuities as a January 1, 1987 - attached **Page 13**
7. The Central-Niagara Ontario Secondary School Students' Association - request for financial contribution - $1,849 and Request to Use Sherwood Heights Primary School for Conference Location - 1987 02 27 to 1987 03 01 - attached **Page 14**
8. Report of the Education Management Committee.

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

1. Report re Admission of Non-Resident Students from The Wentworth County Board of Education - Requested at B.M.C. 1986 01 09.

NEW BUSINESS:

1. Recommendations of the Director of Education **Page 15**
2. Report of the Education Management Committee.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

SPECIAL MEETING

CA4 ON HBL W26
A32
1986

1986 12 09.

TO THE CHAIRMAN AND MEMBERS,
SPECIAL EDUCATION ADVISORY COMMITTEE,
(Mrs. Bishop; Trustees Baskin, Desmarais, Ruddle and Van Horne; Mesdames Allice, Christianson, Masters, McNairn (Stevens), Rudderham (Bozzo), Stanhope, and Tilbury; Misses Dalziel and Harris; Drs. Brennan, Jacobs and Newberry)

Ladies and Gentlemen:

A meeting of the Special Education Advisory Committee has been scheduled for Monday, 1986 12 15 at 19:00 hours at the Education Centre.

Attached is an agenda of the items to be discussed.

Your attendance is requested.

Yours truly,

A. J. Krever,
Director of Education
and Secretary.

fd
Attachment.

Notice to all trustees.

IV. ROLE OF BOARD PERSONNEL

A. Membership on Special Education Advisory Committee

Employees of a board are not eligible for membership on the SEAC of that board. However, employees of one school board may be members of a SEAC within another school board. (Section 195)

B. Resource Personnel

In accordance with the Act, supervisory officers and other educational staff will be made available to the SEAC, as the Board considers necessary for the proper functioning of the committee. (Section 182 Subsection (9) and Section 75 Subsection (4)).

The board personnel should bring to the attention of the Chairperson any information or topics pertaining to special education programs and services.

C. Secretary and Personnel Services

The board will make available to the committee any personnel or services which the board considers necessary for the proper functioning of the committee. This would include a secretary to record the SEAC meetings and to produce minutes. (Section 182 Subsection (9) and Section 75 Subsection (4)).

D. Distribution of Minutes and Agendas

The board is expected to provide for the distribution of the minutes of the previous meeting and the agenda for the next meeting to all SEAC members within a reasonable time for consideration and preparation.

The board should also provide the members of the SEAC with the agenda and minutes of board meetings, so that the committee has an opportunity to attend board meetings in order to be aware of the total operation of the board.

V. RESPONSIBILITIES OF THE COMMITTEE MEMBERS

The members of a SEAC are expected to consider all exceptional pupils within the board when making recommendations to the board.

Each member of the SEAC should be prepared to contribute to the committee in order to fulfil the mandate given to the committee.

Each member is expected:

1) to respond to the needs of all exceptional pupils within the board;

2) to acquire and maintain a working knowledge of the special education programs and services provided by the board. This will necessitate regular requests for appropriate data to be provided by board personnel;

3) to bring to SEAC, the concerns of his/her respective association regarding programs and services for the exceptional pupil whom he/she represents. This should include monitoring of the activities and programs of the board;

4) to place items for discussion on SEAC agendas, to suggest educational topics for discussion and to present motions to be voted on by SEAC.

5) to keep the association informed of the proceedings of SEAC;

6) to be available as a resource for parents of exceptional pupil. This could include providing information on IPRC and Appeal Procedures;

7) to be available as a resource for the schools or community. This could include participation in professional workshops regarding the various associations and the needs and concerns of exceptional pupils.

VI. MEETINGS

The SEAC is expected to meet at regular intervals at a time determined by the committee and approved by the board (10 regular meetings per year are usual).

The SEAC meetings are conducted under the same procedures as the board which appoints them. All members should have access to and become familiar with the board's by-laws and/or rules of procedure for board committees.

A. Access to Meetings

The meetings of the SEAC will be open to the public, and no one will be excluded from a meeting except for improper conduct. Where meetings are closed to the public, the committee will so designate, in accordance with the Education Act and the board by-laws. (Section 183 Subsection (1)).

B. Election of Chairperson and Vice-Chairperson

At the first meeting of the SEAC, an election of Chairperson (and Vice-Chairperson, if the committee so determines) shall be held in accordance with board by-laws. (Section 182 Subsection (9) and Section 75 Subsection (2)).

The term of office for the Chairperson and Vice-Chairperson will be as determined by the committee members and the board's By-laws.

The Chairperson or Vice-Chairperson will preside over all regular meetings of the Committee. At any meeting where the Chairperson or Vice-Chairperson are absent, the members present may elect a Chairperson for that meeting. (Section 182 Subsection (9) and Section 75 Subsection (2)).

C. Quorum

The presence of a majority of the members constituting the committee is necessary to form a quorum. A vote of a majority of the members present at a meeting is necessary to carry a motion. (Section 182 Subsection (9) and Section 75 Subsection (1)).

D. Voting

Each appointed member of the committee is entitled to one vote.

The Chairperson may vote on every motion, along with the other members of the committee. However, if the Chairperson does vote, the motion is defeated if there is an equality of votes. (Section 75 Subsection (3)).

VII. FURTHER INFORMATION AND GUIDANCE

This section of the handbook provides further information and guidance for SEAC members.

A. Inservice for SEAC Members

SEAC members must deal with a broad range of issues regarding all exceptionalities, as defined by the Minister of Education, and so there must be educational opportunities for all members.

Orientation for New Members

New members of SEAC will require a thorough, but gradual introduction to the programs and services provided by the local board. This orientation would include related programs and services provided by provincial Ministries and/or community groups.

On-Going Education

SEAC members will need to stay current with board services and this can be done by:

1) requesting reports and presentations by board personnel on the services and programs provided within the board;

2) requesting an opportunity to meet with Ministry Educational Officers as a component of an in-service program or during the annual review process;

3) inviting speakers to discuss specific topics related to special education and exceptional pupils;

4) informing and educating the committee about their organization, their concerns and the exceptional students whom they represent;

5) visiting programs for exceptional pupils;

6) having access to the school board's professional library;

7) attending professional development days set up for regular and special education teachers;

8) attending conferences to gain new ideas. SEAC members, funded by the board to attend a conference should submit a written report to the committee;

9) interacting with SEAC members from other areas.

B. Funding of Special Education

In order that the SEAC can become familiar with the funding of special education, there should be an opportunity for appropriate staff to provide

1) an analysis and interpretation of the Ministry's policies regarding funding for special education;

2) an overview of the current board method for determining costs relative to special education programs and services;

3) A Budget Workshop to review annually the appropriate sections of the current General Legislative Grants and Support documents relative to funding special education programs and services, including their application to the official board plan and annual review.

C. Annual Review of the Special Education Plan

The SEAC is expected to consider and advise the board on the following areas, as outlined in Procedures for School Boards in the Annual Review and Amendment of Special Education Plans, 84-85 and in the Preparation of a Consolidated Report on the Provision of Comprehensive Special Education Programs and Services by September 1, 1985.

1) target pupil population;

2) personnel;

3) staff training and development;

4) curriculum modification and design;

5) instructional equipment and materials;

6) accommodation;

7) transportation - policies and practices;

8) community resources;

9) cost analysis;

10) other special needs as identified.

Suggested Questions in the Annual Review Process

1) Has the review process included input, presentations and briefs from parent associations, teachers, principals and administrative staff? Have the final recommendations taken into account this information and these recommendations?

2) Does the Plan adhere to the Education Act, the Regulations and the Ministry planning procedures?

3) How are pupil assessments done and by whom?

4) Are there appropriate placements, either directly or through purchase from a neighbouring board, for every exceptionality? Is there a sufficient number of placements? Is there a variety of placement approaches available to reflect the needs of individual pupils?

5) Are the IPRC procedures used by the board effective in providing the best results for the students? Do they allow adequate participation of parents at all stages?

6) Have there been any appeals and if so what were the issues involved?

7) Does the Plan adequately reflect the needs of the pupils at both the elementary and secondary level?

8) What professional development plans are there and for whom?

9) How does the board plan to use local associations and other community resources?

10) Does the board provide services in conjunction with other Provincial Ministries, such as Health, Community and Social Services and Correctional Services for those exceptional pupils who require support?

11) What are the provisions for review of the board's plan after 1985?

D. Agenda for SEAC Meetings

Agendas should include:

1) relevant information and educational topics;

2) reports by association representatives, providing information about conferences, meetings etc. which are of general interest or importance;

3) reports from the trustees concerning board activities and proposed changes which could impact on special education;

4) regular reports from administrative staff providing new and up-dated information on special education matters.

Suggested Information Agenda Items

1) Reports on appropriate programs for exceptional pupils at elementary and secondary levels.

2) Organization and operation of Identification, Placement and Review Committees (IRPC's).

3) Identification and assessment procedures.

4) Report on the board's program for Early and Continuing Identification.

5) Presentations and visits to special education programs.

6) Presentation regarding the board's delivery system, such as integration of exceptional pupils, itinerent special education services, etc.

7) Presentations about other provincial legislation which has implications for exceptional pupils.

8) Report on the board's plan for the implementation of Ontario Schools: Intermediate and Senior (OSIS) and its implications for pupils in special education.

9) Presentations on the board administrative structure and the board policy for special education including its philosophical basis.

10) Periodic reports on the implementation of the Special Education Plan.

11) Special Education Staffing (teaching, administration, support staff).

12) Presentations from staff personnel about the work of various departments of support services such as psychology, social work, etc.

13) New approaches in teaching exceptional pupils.

14) Special Education Funding.

15) Presentations by parent associations.

16) Opportunity to hear from or serve on other related committees of the board, such as busing, curriculum writing, etc.

VIII. DOCUMENTS

The local board is responsible for making the following documents, produced by the Ministry of Education, other Ministries and by the local board available as a resource to committee members.

A. Ministry of Education

1) The Education Act, June, 1983. Section 182 deals with the revisions of the Act often referred to as Bill '82. Other sections of the Act are pertinent to special education as well.

2) The Regulations provide clarification of the statements in the Act. The following Regulations are important for SEAC's to be aware of.

   #256 - Grants Policy
   #262 - Elementary and Secondary Schools and Schools for Trainable Retarded Pupils - General
   #274 - Special Education Programs and Services
   #554 - Identification, Placement and Review Committees and Appeals

3) Memoranda are periodically issued to school boards. SEAC members should be informed and given an overview of any memoranda which pertain to special education programs and services. The Ministry's Response to the Board's Review of the Special Education Plan should be available to all SEAC members for use during the annual review process.

4) The Special Education Information Handbook will be updated in 1984. This is a good resource document for SEAC members since it includes references to appropriate Ministry documents.

5) Manuals and support documents for teachers in all exceptionalities.

6) Procedures for School Boards in the Annual Review and Amendment of Special Education Plans, 84-85 and in the Preparation of a Consolidated Report on the Provision of Comprehensive Special Education Programs and Services by September 1, 1985.

7) Any other documents pertaining to special education.

B. School Boards

1) School Board Special Education Plan 1982. This plan for the development of Special Education Programs and Services within the Board is a necessary document for every SEAC member to have, in order to be an informed and contributing member of the committee. This will be updated with the Annual Review.

2) Board Policies/Rules and Regulations. This type of document should include the Board By-laws and procedures used in the conduct of committee meetings.

3) Special Education Handbook for Parents or Parent's Guide to Special Education Programs.

4) Any documents produced by the board concerning special education should be available to SEAC members.

5) Minutes and Agendas of School board meetings.

6) Each SEAC may produce a handbook or manual which contains the information and procedures particular to its board. This can be a useful tool to inform administration, principals and teachers on the role of the SEAC within the Board.

C. Other Ministry Documents

1) Any other documents produced by provincial Ministries concerning children and special education should be made available.

DRAFT

1986 12 08

TO THE CHAIRMAN AND MEMBERS,
SPECIAL EDUCATION ADVISORY COMMITTEE

Ladies and Gentlemen:

Below are Rules and Regulations of the Board pertaining to the Special Education Advisory Committee, showing the suggested changes that have been submitted to our Solicitor for review.

Special Education Advisory Committee

88. (a) The Board shall establish a Special Education Advisory Committee that shall consist of one representative from each of the local associations (Section 182, sub-section ~~(1)(e)~~, The Education Act), not to exceed twelve, in the area ofjurisdiction of the Board, as nominated by the local association and appointed by the Board; where the Board provides a French-language instructional unit as defined in ~~Clause 260(c)~~, one or more members who are French-speaking ratepayers or supporters of the Board; three members appointed by the Board from among its members; and the Board may appointone or more additional members who are not representatives ofeither a local association or the French-speaking community and are not members of the Board or of a committee ~~to~~ of the Board.

2

SECTION 277C

(b) Each of the persons appointed in (a) who are not members of the Board shall have the qualifications required for members of the Board that appointed them and shall hold office during the term of the members of the Board and until the new Board is organized. (SECTION 182(3) THE EDUCATION ACT)

delete [(c) One of the members of the committee shall be a member of the Board of Education elected by separate school electors.]

(c) ~~(d)~~ One of the members of the committee nominated by a local association shall be from a parents' group that is affiliated with the Ontario Association for the Mentally Retarded and that operates within the jurisdiction of the Board.

(d) ~~(e)~~ The committee may make recommendations to the Board through the Education Management Committee in respect of any matter affecting the establishment and development of special education programmes and services in respect of exceptional pupils of the Board.

(e) ~~(f)~~ Where there are more than 12 local associations in the area of jurisdiction of the Board, the Board shall select the 12 local associations that shall be represented.

(f) ~~(g)~~ Every vacancy on a committee occasioned by death, removal or other cause shall be filled by appointment by the divisional board or the local association or associations, as the case may be, of some qualified person, and every person so appointed shall hold office for the unexpired portion of the term of the member whose office has become vacant.

(g) ~~(h)~~ A majority of the members of the committee is a quorum, and a vote of a majority of the members present at a meeting is necessary to bind the committee.

(h) ~~(g)~~ The members of the committee shall, at their first meeting, elect one of themselves as chairman who shall preside at all meetings and, if at any meeting the chairman is not present, the members present may elect a chairman for that meeting.

(i) ~~(h)~~ On every motion the chairman may vote with the other members of the committee, and any motion on which there is an equality of votes is lost.

(j) ~~(k)~~ The divisional board shall make available to the committee such personnel and services as the divisional board considers necessary for the proper functioning of the committee.

(k) ~~(l)~~ Before making a decision on a recommendation of the committee, the divisional board shall provide an opportunity for the committee to be heard before the Board and before any committee thereof to which the recommendation is referred.

100 Main Street West
Hamilton, Ontario
1986 12 08

To the Chairmanand Members
Special Education Advisory Committee
Hamilton Board of Education

Ladies and Gentlemen:

Re: VOCATIONAL SCHOOL REPORT

The following is an update to the attached report as presented to the Special Education Advisory Committee last May:

	VOCATIONAL SECONDARY SCHOOLS		1986
	Current Enrolment	Number of IPRd Students	Number Regularly Working with LRT
Ainslie Wood	367	111	20
Albion	243	84	30
Briarwood	292	36	13
Caledon	204	26	4
Crestwood	233	60	2
Parkview	267	66	11

Frank Kelly
Area Superintendent

Vocational Secondary Schools

Some Background Information Requested by Members of the Special Education Advisory Committee (86-05-09)

A. SOURCES OF STUDENTS ENTERING VOCATIONAL SECONDARY SCHOOLS

Appendix A clearly points out that students entering our Vocational Secondary Schools arrive from a variety of areas. As well, a variety of reading levels is represented ranging from students whose vocabulary skills fall within the primary division, junior division and a few in the intermediate division.

It can be seen that a reasonably large number of students transfer directly from opportunity classes while very few students transfer from other special education classes (e.g. specific learning disabilities, behavioural exceptionalities, auditorily impaired, language and speech improvement). Another question asked was the number of students who come from Learning Resource Teachers. This area is more properly addressed under Support Services Available which will be found later in this report.

B. STAFFING AND PUPIL-TEACHER RATIO

The present P.T.R. in our Vocational Secondary Schools is 12.3:1. This includes all certificated staff including Principals and Assistants to the Principal, but excludes Learning Resource Teachers.

Standard Class loadings are 18 students (average) in academic classes and 17 students (average) in vocational classes.

As well, classes for exceptional students, as designated by the Board, shall have a maximum of 12 students.

C. COMPOSITE/VOCATIONAL EXPERIENCES

Efforts are made to allow some students to use the facilities of both composite and vocational secondary schools. This may be done on an individual basis (i.e. a student enrols at Parkview for the bulk of his program but attends Scott Park for instrumental music) or on a class basis (i.e. a class from Hill Park travels to Caledon for a semester to take hairdressing).

This practice is encouraged and is expected to expand in the near future.

D. CO-EDUCATIONAL VOCATIONAL SCHOOLS

Appendix B contains information from this year's Director's Accommodation Report. A recent evaluation of Ainslie Wood (co-educational) Vocational School proved to be quite positive. A report reviewing accommodation needs will be presented to the Board during the 1986-1987 school year (see Aims and Objectives, Director of Education, 1986 #3.1.4). This report deals with further consolidation

E. PROGRAMS TO SUPPORT SINGLE MOTHERS

An infant day-care nursery is located at Caledon Vocational Secondary School. In addition, guidance personnel are constantly involved in counselling students who are in need of assistance. The role of the adjustment services counsellor, as the Board's official liaison with community agencies, is also of importance.

The new Ontario Ministry of Education document, Personal Life Management, will also be of assistance as relevant curriculum is designed.

F. NUMBERS WHO GRADUATE

Each year Research Services prepares a report entitled, A Report on Pupil Retirements from the Secondary Schools of Hamilton. Appendix C contains information relative to retirements from 1979-1980 through 1984-1985.

G. DECLINING ENROLMENT

Declining enrolment has impacted on the Vocational Secondary Schools to some degree. Appendix D outlines the impact in some detail.

H. NON-RESIDENT STUDENTS

The Vocational Secondary Schools contain a number of non-resident students, basically from the Wentworth County Board of Education. Appendix E gives the figures for 1983, 1984 and 1985.

I. CO-OPERATIVE EDUCATION/WORK EXPERIENCE

Both co-operative education and work experience are used to advantage in the six schools. During the first semester of the 1985-1986 school year, 72 students were involved in co-op while 91 students took advantage of the program during the second semester. As well, since September, 1985, over 500 students have had some involvement in work experience programs.

J. SUPPORT SERVICES AVAILABLE

In September, 1986, each school will have on staff a full-time Learning Resource Teacher. Many incoming students will have already been experiencing this service while in the elementary schools and should continue to benefit from the expertise of this teacher as they proceed through secondary school.

Each school has one or more guidance counsellors and these teachers, along with the two Assistants to the Principal in each school, are able to assist students with their day-to-day problems as well as with their curriculum package. The Adjustment Services Department plays a strong role in the schools and assists with community agency liaison. The D.A.R.T. (Diagnostic and Remedial Team), though not in all cases as clearly defined as in the elementary schools, does operate with the Principal as the co-ordinator in most cases.

There has been expressed by the Principals during the 1985-1986 school year, a need for increased secretarial assistance and the situation is now being reviewed through the Superintendent of Operations.

There are three self-contained classes operating at present (in Ainslie Wood, Crestwood and Parkview). Students not deemed ready for a full rotary program are placed in these classes on both a short and long-term basis, depending upon the student's needs. Included in these classes would be students who are orthpaedically handicappped, emotionally disturbed, socially maladjusted and/or those exhibiting behavioural disorders.

J. SUMMARY OF STUDENTS PROMOTED OR TRANSFERRED TO VOCATIONAL SCHOOLS

Grade or Division at time of promotion or transfer to Vocational School	1984-85			1983-84			1982-83
	No. of Pupils to Voc.Schools: Sept./84 to May/85	No. of Pupils to Voc.Schools: June/85	Total No. to Voc. Schools 1984-85	No. of Pupils to Voc.Schools: Sept./83 to May/84	No. of Pupils to Voc.Schools: June/84	Total No. to Voc. Schools 1983-84	Total No. to Voc. Schools 1982-83
Primary Division	0	0	0	0	1	1	0
Junior Division	6	62	68	14	62	76	67
Opportunity Class	10	100	110	17	145	162	144
Other Special Education	1	8	9	1	12	13	13
Grade 7	24	65	89	33	84	117	92
Grade 8	28	55	83	24	43	67	55
Totals	69	290	359	89	347	436	371

Research Services Department
Hamilton Board of Education
1985 07

VOCATIONAL SECONDARY SCHOOLS

Present Situation

At the present time, there are six Vocational Secondary Schools in Hamilton. Of these, two are for girls, three are for boys and one is a co-educational facility. It is anticipated that declining enrolment will create some difficulties in the provision of an extensive program in all schools during the next five years. It should be pointed out, however, that the present situation appears to be serving the system well at this point in time.

In September, 1984, Hamilton opened its first co-educational facility (combining the populations of Agnes Macphail and Ainslie Wood on the latter's site) and preliminary information suggests that this has been a progressive step.

At the present time, the six Vocational Secondary Schools are operating at 79% capacity.

Enrolment Forecasts:

For a number of reasons, the primary one being the present economic climate, the population of the Vocational Secondary Schools has not declined as was originally predicted. The withdrawal of students by the Wentworth County Board of Education has not impacted drastically on enrolment. Whether the full implementation of O.S.I.S. will have any significant bearing on enrolment is not known at this time. Nor is the full impact of separate school funding a known factor at the present time.

The chart opposite points out quite clearly that accommodation will be quite adequate until the end of 1987-88. Subsequently, it is conceivable that the schools could be operating at below 75% of capacity. As one possible method of consolidation, a co-educational facility on the escarpment could be considered (i.e. Caledon/Crestwood). Any such recommendation would be influenced, to some degree, by the evaluation of the present co-educational school (to be presented to the Board in November, 1985).

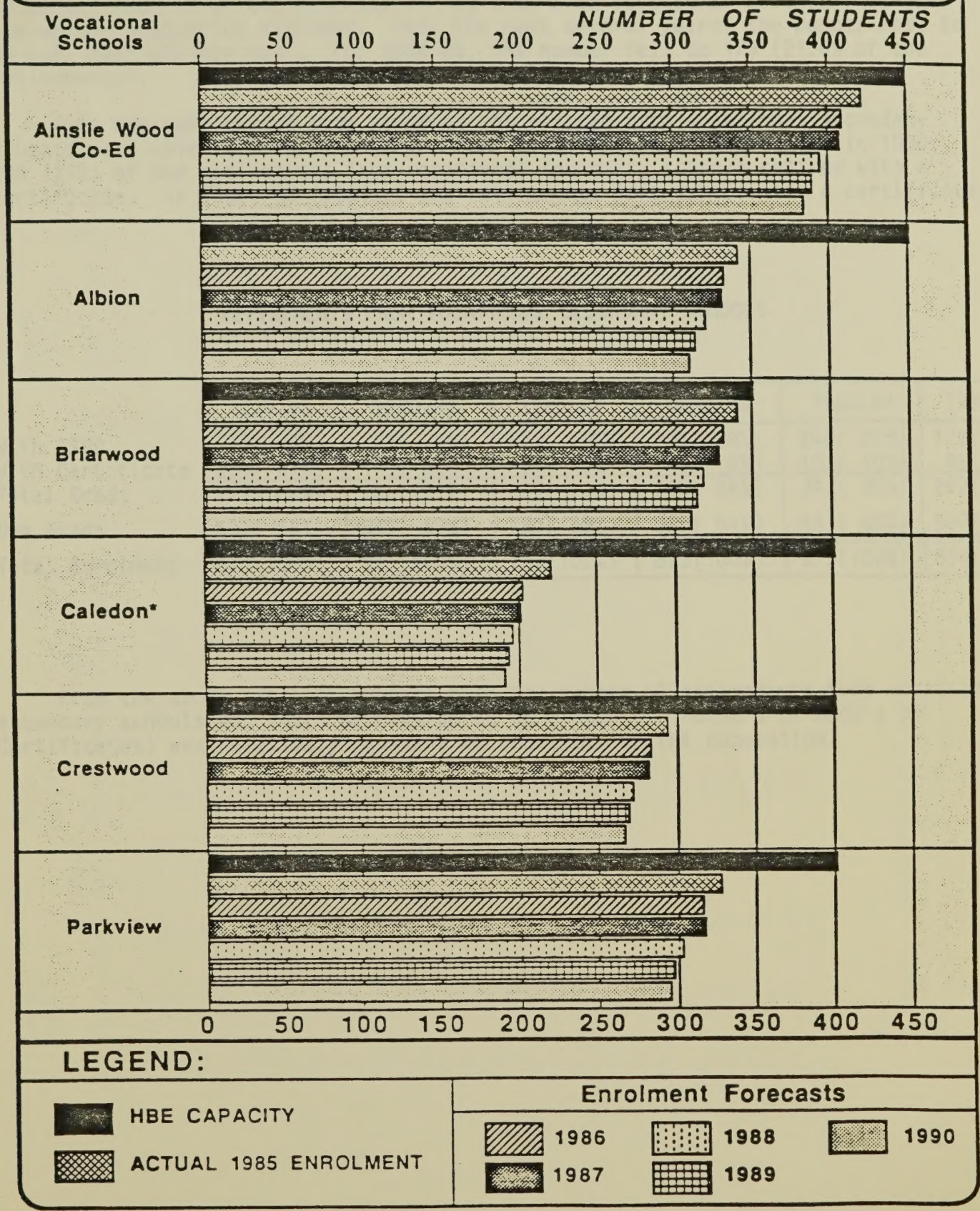
Conclusion:

The opening of the co-educational school has provided another educational alternative for students proceeding through Hamilton's Vocational Secondary Schools. The remaining schools below the escarpment; Briarwood for girls, Albion and Parkview for boys, are all operating at a reasonable capacity and should continue to do so for the next five years. Should accommodation problems emerge above the escarpment, the consolidation of Caledon/Crestwood could be considered one solution and such a recommendation could be included in a subsequent accommodation report.

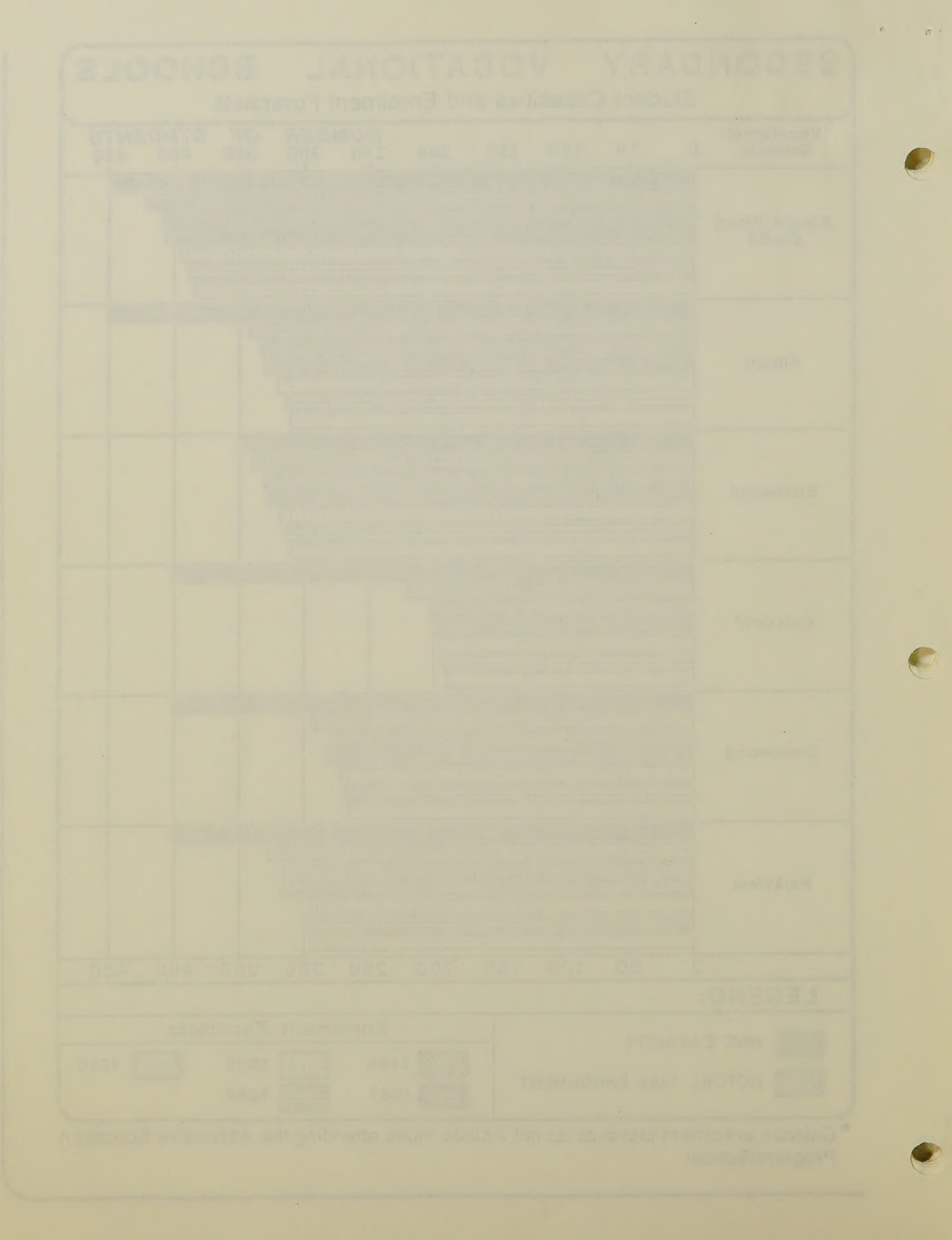
It is felt that no recommendations are necessary at this time.

SECONDARY VOCATIONAL SCHOOLS

Student Capacities and Enrolment Forecasts



*Caledon enrolment statistics do not include those attending the Alternative Education Program/School.



6. Retirements from Vocational Secondary Schools

Over the past six years, an increasing number of students from vocational secondary schools have been able to earn Secondary School Graduation Diplomas. In June, 1980, 40 of the 871 retirements (5%) from vocational secondary schools had earned graduation diplomas. Over the next several years, the number rose to be well over 200 per year. For 1984-85, the number fell to 179 (21.0% of the retirements).

Over the same period some students who retired from vocational secondary schools were able to earn secondary school certificates of training. In 1980, 239 (27%) of the retirements from vocational secondary schools retired with a certificate. In 1985, 88 (10%) of the retirements left school with a certificate.

RETIREMENTS FROM VOCATIONAL SECONDARY SCHOOLS

	1979-80	1980-81	1981-82	1982-83	1983-84	1984-85
With SSGD	40(5%)	73(9%)	133(19%)	229(28%)	240(25%)	179(21%)
With Certificate	239(27%)	179(22%)	87(12%)	71(8%)	102(10%)	88(10%)
Total Grads	279(32%)	252(31%)	220(31%)	300(36%)	342(35%)	267(31%)
Non Grads	592(68%)	549(69%)	487(69%)	525(64%)	631(65%)	587(69%)
Total Enrolment	871(100%)	801(100%)	707(100%)	825(100%)	973(100%)	854(100%)

From the above table it appears that the number of retirements from vocational secondary schools who could be considered as graduates (holders of SSGD's or Certificates) was relatively constant at about 32% of the population.

FORECAST SUMMARY FOR THE HAMILTON BOARD OF EDUCATION
ENROLMENTS, CHANGES IN ENROLMENTS, PERCENT CHANGES IN ENROLMENTS
ALL ENROLMENTS AS OF SEPTEMBER 30, EACH YEAR

APPENDIX D

	ELEMENTARY SCHOOLS			SECONDARY SCHOOLS			VOCATIONAL SCHOOLS			SCHOOLS FOR TRAINABLE			ALL SCHOOLS		
YEAR	ENRLMNT	CHANGE	PERCENT CHANGE	ENRLMNT	CHANGE	PERCENT CHANGE	ENRLMNT	CHANGE	PERCENT CHANGE	ENRLMNT	CHANGE	PERCENT CHANGE	ENRLMNT	CHANGE	PERCENT CHANGE
1967	36090			16741			1327						54158		
1968	35545	-545	-1.5%	17197	456	2.7%	1608	281	21.2%				54350	192	0.35%
1969	35441	-104	-0.3%	17404	207	1.2%	1905	297	18.5%	312			55062	712	1.31%
1970	35169	-272	-0.8%	17652	248	1.4%	2103	198	10.4%	326	14	4.5%	55250	188	0.34%
1971	34179	-990	-2.8%	17586	-66	-0.4%	2106	3	0.1%	355	29	8.9%	54226	-1024	-1.85%
1972	33176	-1003	-2.9%	17049	-537	-3.1%	2177	71	3.4%	391	36	10.1%	52793	-1433	-2.64%
1973	32113	-1063	-3.2%	16737	-312	-1.8%	2220	43	2.0%	421	30	7.7%	51491	-1302	-2.47%
1974	31044	-1069	-3.3%	16386	-351	-2.1%	2154	-66	-3.0%	451	30	7.1%	50035	-1456	-2.83%
1975	30208	-836	-2.7%	16560	174	1.1%	2108	-46	-2.1%	458	7	1.6%	49334	-701	-1.40%
1976	29099	-1109	-3.7%	16545	-15	-0.1%	2165	57	2.7%	465	7	1.5%	48274	-1060	-2.15%
1977	28189	-910	-3.1%	15805	-740	-4.5%	2137	-28	-1.3%	444	-21	-4.5%	46575	-1699	-3.52%
1978	26754	-1435	-5.1%	15553	-252	-1.6%	2195	58	2.7%	439	-5	-1.1%	44941	-1634	-3.51%
1979	25533	-1221	-4.6%	15028	-525	-3.4%	2167	-28	-1.3%	439	0	0.0%	43167	-1774	-3.95%
1980	25859	326	1.3%	14427	-601	-4.0%	2118	-49	-2.3%	416	-23	-5.2%	42820	-347	-0.80%
1981	25417	-442	-1.7%	13911	-516	-3.6%	2041	-77	-3.6%	411	-5	-1.2%	41780	-1040	-2.43%
1982	25505	88	0.3%	13710	-201	-1.4%	2104	63	3.1%	385	-26	-6.3%	41704	-76	-0.18%
1983	25189	-316	-1.2%	13579	-131	-1.0%	2094	-10	-0.5%	342	-43	-11.2%	41204	-500	-1.20%
1984	24779	-410	-1.6%	13664	85	0.6%	2030	-64	-3.1%	305	-37	-10.8%	40778	-426	-1.03%
1985	24543	-236	-1.0%	12811	-853	-6.2%	1942	-88	-4.3%	286	-19	-6.2%	39582	-1196	-2.93%
1986	24355	-188		12166	-645		1874	-68		272	-14		38667	-915	-2.31%
1987	24254	-101		11916	-250		1868	-6		262	-10		38300	-367	-0.95%
1988	24249	-5		11487	-429		1801	-67		260	-2		37797	-503	-1.31%
1989	24285	36		11220	-267		1776	-25		258	-2		37539	-258	-0.68%
1990	24251	-34		11131	-89		1757	-19		256	-2		37395	-144	-0.38%
1991	24301	50		10957	-174		1742	-15		254	-2		37254	-141	-0.36%
1992	24352	51		10846	-111		1736	-6		250	-4		37184	-70	-0.19%
1993	24371	19		10825	-21		1732	-4		248	-2		37176	-8	-0.02%
1994	24384	13		10807	-18		1734	2		245	-3		37170	-6	-0.02%
1995	24441	57		10731	-76		1737	3		240	-5		37149	-21	-0.06%

NOTES
(1) Increase in 1980 and 1982 elementary caused by major expansion of jr k progras.
(2) Major decline in 1985 secondary contributed to by full funding
(3) Drop in 1985 T.R. enrolment contributed to by Ministry "21 Rule".

Research Services Department
Hamilton Board of Education
October 25, 1985

APPENDIX E

NON-RESIDENT STUDENTS IN VOCATIONAL SECONDARY SCHOOLS: SEPTEMBER, 1983-85

	1983			1984				1985			
	Min.	Went.	Total	Min.	Went.	Halton	Total	Min.	Went.	Halton	Total
Agnes MacPhail	12	7	19								
Ainslie Wood	6	21	27	20	25		45	13	22		35
Albion	13	37	50	12	28	1	41	8	27		35
Briarwood	4	15	19	3	14		17	6	8		14
Caledon	10	4	14	11	2		13	9	2		11
Crestwood	4	13	17	7	6		13	4	4		8
Parkview	14		14	9		1	10	8	1	1	10
Total	63	97	160	62	75	2	139	48	64	1	113
Total Enrol.			2094				2030				1942
Percent Wentworth			7.6%				6.8%				5.8%

Research Services Department
Hamilton Board of Education
May 13, 1986

CA4 ON HBL W26
A31
1987

A G E N D A

BUSINESS MANAGEMENT COMMITTEE

1987 02 05

Confirmation of the minutes of the last regular meeting and special meeting of 1987 01 15.

GENERAL

NEW BUSINESS:

1. Recommendations of the Director of Education **Page 1**
2. Investment of Short Term Funds.
3. Cash Flow.
4. Membership Fee - Ontario Educational Research Council - $600 - attached **Page 2**
5. Solicitor's Fee - Halpern - $250.00.
6. Hamilton District Science and Engineering Fair - 1987 Trusteeship Fee - $3,000 - attached **Page 3**
7. Report of the Education Management Committee.

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education **Page 4**
2. Transportation Committee - Request for Expansion of Mandate re French Immersion Students.
3. Report of the Education Management Committee.

Board of Education,
Hamilton, Ontario.
1987 01 29.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

GENERAL

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the resignation of Irvin J. Smith, Caretaking and Maintenance Staff, for the purpose of retirement, be accepted with regret, effective 1987 02 28, and that the Board's retirement gratuity be paid.

(b) That the resignation of George Wall, Caretaking and Maintenance Staff, for the purpose of retirement, be accepted with regret, effective 1987 03 31, and that the Board's retirement gratuity be paid.

(c) That the resignation of Erik Rammo, Administrative Staff, for the purpose of retirement, be accepted with regret, effective 1987 08 31, and that the Board's retirement gratuity be paid.

(d) That Betty Anderson be appointed to the probationary Clerical Staff, (Category A-B, maximum $340.00 per week), effective 1987 02 02, with salary according to the salary schedule.

Respectfully submitted,

A. J. Krever,
Director of Education
and Secretary.

ONTARIO EDUCATIONAL RESEARCH COUNCIL
CONSEIL ONTARIEN DE RECHERCHES PÉDAGOGIQUES

December 31, 1986

Mrs. Ruth Van Horne, Chairperson
Hamilton Board of Education
Box 558
Hamilton, Ontario L8N 3L1

Dear Mrs. Van Horne:

I note with pleasure that your Board has been a sustaining member of the Ontario Educational Research Council/Conseil ontarien de recherches pédagogiques. The Executive and Board of Directors thank you for your support and trust that your Board will once again wish to renew its sustaining membership for 1987. It is the support which member boards give our Council that enables us to carry on our activities.

The main purpose of OERC/CORP, which is now in its 29th year, is to promote classroom research through grants-in-aid to individual teachers, and to help teachers to become aware of the significance of research through our annual December conference. Our function, then, is not so much to promote long-range or fundamental research as to help in the design and implementation of work that has an immediate practical value to teachers in their everyday work.

Our activities in brief include:

1. Annual Conference
2. Reporting Classroom Research/compte rendu de recherches pédagogiques - our quarterly newsletter, distributed free of charge to all Ontario schools
3. Grants-in-aid-of-research
4. Administration of Blanche E. Snell Memorial Award, presented for studies in the social science curriculum area designed to provide an opportunity for students to obtain a better understanding of themselves through a study of the world in which they live
5. R.W.B. Jackson Award of Merit for Classroom Research
6. Making available copies of research papers presented at our Annual Conference.

I hope you will agree with me that your Board, and in particular the teachers employed by your Board, has much to gain in renewing its Sustaining Membership in the Council. Enclosed for your convenience is a form for remitting the sustaining membership fee for 1987 to this office.

Yours sincerely,

H O Barrett

Dr. H. O. Barrett
Secretary-Treasurer

ed

1260 Bay Street, Toronto, Ontario, Canada M5R 2B1 Telephone: 416-923-3061

HDSEF

January 14, 1987

JAN 19 1987

Mr. A.J. Krever
Director of Education
Hamilton Board of Education
100 Main Street West, Box 558
Hamilton, Ontario
L8N 3L1

Dear Mr. Krever:

A new year is upon us, and the organization of this year's edition of HDSEF is gearing up to assume that the 27th fair is a resounding success. As discussed at our last Board of Trustees meeting, plans for this year include improvements in several areas including corporate donations, procedures computerization, and promotion. I am pleased to report that these items and several others are in the works.

Once again it is the time of year that I ask your co-operation in processing your Trustee's contribution of $3,000.00. A cheque for this amount may be forwarded either to myself or to one of your committee representatives at your convenience.

I look forward to seeing you at the fair this year, Mr. Krever. In the meantime, we will keep you informed of our planning activities.

Roy W. Clark
Chairman

RWC:dp

HAMILTON DISTRICT
SCIENCE AND
ENGINEERING FAIR

April 1, 2, 3, 4, 1987
McMaster University
A Century of Discovery
P.O. Box 1017
Hamilton, Ontario
L8S 1C0

BOARD OF TRUSTEES
The Spectator
McMaster University
Mohawk College
Hamilton Board of Education
Wentworth County Board of Education
Hamilton-Wentworth Separate School Board
Halton Board of Education
Halton Separate School Board

Board of Education,
Hamilton, Ontario,
1987 01 29.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the resignation of Winifred Henderson, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1987 06 30, and that the Board's retirement gratuity be paid.

(b) That the resignation of George P. Zuspann, Caretaking and Maintenance Staff, for the purpose of retirement, be accepted with regret, effective 1987 02 17, and that the Board's retirement gratuity be paid.

(c) That Lynda Staley be appointed to the probationary Educational Assistant Staff, effective 1987 02 09, with salary according to the salary schedule.

(d) That Filomena Barricelli be appointed to the probationary Educational Assistant Staff, effective 1987 02 09, with salary according to the salary schedule.

(e) That the resignation of Susan F. McManus, Secondary School Clerical Staff, be accepted, effective 1987 01 23.

(f) That Sandra Scott, Educational Assistant Staff, be granted a Maternal Leave of Absence to commence 1987 03 30, in accordance with the Employment Standards Act.

(g) We regret to announce the death of George L. Foster, Caretaking and Maintenance Staff, on 1987 01 22.

Respectfully submitted,

A. J. Krever,
Director of Education
and Secretary.

A G E N D A

BUSINESS MANAGEMENT COMMITTEE

CA4 ON HB L W26
A31
1987

1987 03 05

Confirmation of the minutes of the last regular meeting.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Funding of Continuing Education - Costing Report from Officials - requested at February B.M.C. 1987 02 05.

NEW BUSINESS:

1. Recommendations of the Director of Education **Page 1**
2. Investment of Short Term Funds.
3. Cash Flow.
4. Solicitor's Fee - Culver $1,119.
5. Report of the Education Management Committee.

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education **Page 2**
2. Stinson Street School - Creative Playground - attached **Page 3**
3. Sale of Strip of Land - Lot 28, Concession 4, Saltfleet -attached **Page 4**
4. Sale of Parcel of Land - Lot 4, Concession 1, Glanford - attached **Page 5**
5. Report of the Education Management Committee.

Board of Education,
Hamilton, Ontario.
1987 02 26.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

GENERAL

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the resignation of Edward Bohe, Administrative Staff, for the purpose of retirement, be accepted with regret, effective 1987 08 31, and that the Board's retirement gratuity be paid.

(b) That the Board of Education for the City of Hamilton participate in the Ontario Ministry of Labour - "Students in Personnel (SIP)" and "Students Training in Industrial Relations (STIR)" summer programs, at no cost to the Board, for the placement of a university and/or community college student(s) in the Personnel Department for a maximum of four months.

(c) That Gael MacPherson, Psychological Consultant, be granted a Maternal Leave of Absence, to commence 1987 06 01, in accordance with the Employment Standards Act.

(d) That the Maternal Leave of Absence for Lori Szwarz, Psychological Consultant, be changed to commence 1987 03 26.

Respectfully submitted,

A. J. Krever,
Director of Education
and Secretary.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Board of Education,
Hamilton, Ontario,
1987 02 26.

Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the resignation of Hilda Sheldon, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1987 04 30, and that the Board's retirement gratuity be paid.

(b) That the resignation of Robert B. Cherrett, Administrative Staff, be accepted with regret, effective 1987 07 31, and that the Board's retirement gratuity be paid.

(c) That the resignation of Isabel Rayner, Clerical Staff, for the purpose of retirement be accepted with regret, effective 1987 06 30, and that the Board's retirement gratuity be paid.

(d) That Maria Lamoureaux be appointed to the classification level of Assistant Caretaker, effective 1876 02 16, with wage rate according to the Collective Agreement.

(e) That Jacqueline Melanson be appointed to the classification level of Assistant Caretaker, effective 1987 02 17, with wage rate according to the Collective Agreement.

(f) That the following be appointed to the Caretaking and Maintenance Staff on three months' probation, as Assistant Caretakers, effective as shown, with wage rate according to the Collective Agreement:

Michael Doslea	1987 02 16
Randy Schlecht	1987 02 23
Diane Taylor	1987 02 23
David Yates	1987 02 24
David Pfau	1987 02 24
Douglas Thornberry	1987 02 24
Scott Baldry	1987 03 02
Peter Beasley	1987 03 02

(g) That the resignation of Gale R. McCarty, Secondary School Secretarial and Clerical Staff, be accepted effective 1987 02 17.

(h) That the resignation of Kimberley D. Hawes, Secondary School Secretarial and Clerical Staff, be accepted effective 1987 02 27.

(i) That Angela Eaton be appointed to the Probationary Educational Assistant Staff, effective 1987 03 02, with salary according to the salary schedule, and subject to continued Ministry of Education funding.

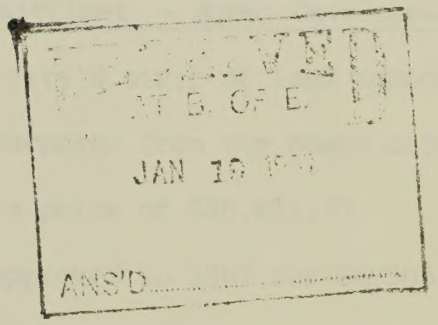
(j) That Deborah Owen, Educational Assistant Staff, be granted a Maternal Leave of Absence, to commence 1987 03 23, in accordance with the Employment Standards Act.

A. J. Krever,
Director of Education
and Secretary.

STINSON STREET PUBLIC SCHOOL

180 GRANT AVENUE
HAMILTON, ONTARIO
L8N 2Y1
TELEPHONE: (416) 528-0119

1987 01 15



Mr. D. H. Kelterborn
Administrative Officer
Business Services
Education Centre
P.O. Box 558
Hamilton, Ontario
L8N 3L1

Dear Mr. Kelterborn:

The Stinson Street Public School Parent Group request for the establishment of a Creative Playground on the school's property.

We have already established a fund, having raised approximately eight thousand dollars with the City Recreation Department stating they would match our investment.

We would like to meet with your committee to discuss our request and the location and general standards for a creative playground.

Sincerely,

Jan Punt

(Mrs.) Jan Punt
Secretary
Stinson Street School
Parent Group

Board of Education,
Hamilton, Ontario,
1987 02 26.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

RE: Lot 28, Concession 4 (Saltfleet) - Rymal Developments

That the Board sell to the City a strip of land approximately 38,202.37 square feet for roadway purposes from the Board site in Lot 28, Concession 4, Saltfleet at a price of $28,651.78.

The sale of this land was approved in 1987 for 26,506.39 square feet ($19,860.00). After the land was surveyed, the number of square feet to be conveyed was 38,202.37 ($28,651.78).

Respectfully submitted,

mb

John Penner,
Business Administrator/Treasurer.

Board of Education,
Hamilton, Ontario,
1987 02 26.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

RE: Lot 4, Concession 1

We have reviewed the parcel of land in Lot 4, Concession 1 (Glanford). This property is immediately to the east of St. Elizabeth's Village and to the north of a proposal to enlarge the same project. The remaining lands belong to the Board of Education, the Separate School Board and one owner to the east. This land will not be required for educational purposes, since if the enrolment increases in the area, the Ridgemount School should be re-opened for that purpose.

We would, therefore, recommend that the Board sell the parcel of land approximately 6.0 acres in accordance with the Ministry regulations.

Respectfully submitted,

mb

John Penner,
Business Administrator/Treasurer.

CA4 ON HBL W26
A31
1987

AGENDA

BUSINESS MANAGEMENT COMMITTEE

1987 04 02

Confirmation of the minutes of the last regular meeting.

AN MUNICIPAL
APR 1 1987
GOVERNMENT DOCUMENTS

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Funding of Continuing Education - Costing Report from Officials - Tabled at B.M.C. 1987 03 05 - attached **Pages 1 and 2**
2. Parcel of Land - Lot 4, Concession 1, Glanford - Referred Back by Board on 1987 03 12.

NEW BUSINESS:

1. Recommendations of the Director of Education **Page 3**
2. Investment of Short Term Funds.
3. Cash Flow.
4. 1986 Audited Financial Statement - attached **Pages 4 to 10**
5. 1986 Audited Trust Fund Statement - attached **Pages 11 to 17**
6. 1986 Audited Statement for Board of Education for the City of Hamilton Foundation - attached **Pages 18 to 24**
7. Ontario Association for Continuing Education - Membership Fee - $60 - attached **Pages 25 to 28**
8. Hamilton Place - Request for Grant $1,250 - attached **Pages 29 and 30**
9. A.E.F.O. - P.D. Day 1987 05 08 - Request for Financial Assistance - $500 - attached **Page 31**
10. Gurnett Neighbourhood - Extension of Guildwood Drive - attached **Pages 32 and 33**
11. Sale to the City for Roadway Purposes (from Riddell School Site) - attached **Pages 34 and 35**
12. The Effects of Ward Boundary Changes on the Board of Education.
13. Report of the Education Management Committee.

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education **Page 36**
2. Report of the Education Management Committee.

CONTINUING EDUCATION SUMMARY OF PROGRAMS

Budget 1986 vs. Estimates 1987

	1986	1987	
1. Adult Day School			
Expenditures	$104,600	$109,867	
Fees	30,000	45,000	
Net (Expenditure) or Contribution	(74,600)		$ (64,867)
2 Adult Education Centres			
Southview Expenditure	48,191	411,104	
Revenue	-	214,085	
Net (Expenditure) or Contribution	(48,191)		(197,019)
McIlwraith Expenditure	-	83,583	
Revenue	-	84,917	
Net (Expenditure) or Contribution	-		1,334
3. English As a Second Language			
Expenditure	122,800	175,000	
Revenue	133,866	337,247	
Net (Expenditure) or Contribution	11,066		162,247
4. Evening School (Credit and Non-Credit)			
Expenditures	862,967	885,926	
Revenue	433,421	605,635	
Net (Expenditure) or Contribution	(429,546)		(280,291)
5. Heritage Language			
Expenditures	154,820	180,218	
Revenue	205,755	260,239	
Net (Expenditure) or Contribution	50,935		80,021

	1986	1987	
6. Adult Basic (Lonar)			
Expenditure	33,754	35,390	
Revenue	28,105	59,094	
Net (Expenditure) or Contribution	(5,649)		23,704
7. Elementary Summer Skill			
Expenditure	54,352	59,640	
Revenue	27,169	23,378	
Net (Expenditure) or Contribution	(27,183)		(36,262)
8. Secondary Summer School (Upgrading)			
Expenditure	300,025	272,400	
Revenue	234,266	293,004	
Net (Expenditure) or Contribution	(65,759)		20,604
9. Community Schools			
Expenditure	65,442	68,514	
Revenue	-	-	
Net (Expenditure) or Contribution	(65,442)		(68,514)
10. Community Volunteers			
Expenditure	65,383	* 8,986	
Revenue	200	200	
Net (Expenditure) or Contribution	(65,183)		*(8,786)
TOTAL	**$(671,361)**		**$367,829**

* Co-ordinator's salary budgeted under Adult Education Centre

Board of Education,
Hamilton, Ontario.
1987 03 26.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen: GENERAL

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the Board of Education for the City of Hamilton participate in Employment and Immigration Canada's summer program - "Challenge '87 - Summer Employment/Experience Development (SEED)" - at a cost of $506.00, for the placement of two university and/or community college students in the Personnel Department for a maximum of four months.

(b) That the Board of Education for the City of Hamilton participate in Employment and Immigration Canada's summer program - "Challenge '87 - Summer Employment/Experience Development (SEED)" - at a cost of $253.00 for the placement of one university and/or community college student in the Business Administration Department for a maximum of 18 weeks.

Respectfully submitted,

A. J. Krever,
Director of Education
and Secretary.

Pannell
Kerr
MacGillivray
Chartered Accountants

M.P.O. Box 679,
4 Hughson Street South,
Hamilton, Ontario L8N 3M5
Telephone: (416) 523-7732

AUDITORS' REPORT

To the Supporters of The Board of
Education for the City of Hamilton.

We have examined the Balance Sheet of the Board of Education for the City of Hamilton as at December 31, 1986, the Revenue Fund Statement of Operations and the Capital Fund Statement of Operations for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion, these financial statements present fairly the financial position of the Board as at December 31, 1986 and the results of its operations for the year then ended in accordance with the accounting principles described in note 1 to the financial statements applied on a basis consistent with that of the preceding year.

Pannell Kerr MacGillivray

March 9, 1987. CHARTERED ACCOUNTANTS.

The Board of Education for the City of Hamilton
Balance Sheet as at December 31, 1986
(With Comparative Figures for 1985)

Assets

Current Assets	1986	1985
Cash and Short-term Deposits	$24,660,721	$32,731,710
Accounts Receivable		
Other School Boards	70,806	214,714
Government of Ontario	4,291,928	2,408,587
Other	388,924	522,377
Prepaid Expenses	43,382	29,436
Other Current Assets	169,065	153,898
	29,624,826	36,060,722
Capital Outlay to be Recovered In Future Years - Note 1(b)	5,524,153	7,527,671
	$35,148,979	$43,588,393

Liabilities

Current Liabilities	1986	1985
Accounts Payable		
Over-Requisition (Elementary) Note 1(d)	$ 538,549	$1,394,420
Over-Requisition (Secondary) Note 1(d)	40,971	854,969
Trade Payables and Accrued Liabilities	8,343,324	8,164,054
Reserve for 1986 Tax Reduction - Note 3		
(Elementary)		138,836
(Secondary)		5,304,417
Deferred Income	1,794,170	1,705,443
	10,717,014	17,562,139
Net Long-term Liabilities - Note 4	5,524,153	7,527,671
Reserve for Working Funds - Note 1(c)	5,000,000	5,000,000
Equity in Reserve Funds - Note 1(c)	13,907,812	13,498,583
	$35,148,979	$43,588,393

The Board of Education for the City of Hamilton
Revenue Fund Statement of Operations
For the Year Ended December 31,1986
(With Comparative Figures for 1985)

	Elementary		Secondary	
	1986	1985	1986	1985
Expenditure				
Business Administration	$1,266,645	$1,207,198	$1,378,810	$1,322,025
General Administration	544,151	408,485	592,131	446,865
Computer Services	449,920	393,143	664,296	583,124
Instruction	73,887,650	67,530,812	58,297,329	48,574,918
Plant Operation and Maintenance	12,475,013	11,974,530	9,638,654	9,288,709
Transportation	2,805,002	2,349,587	343,118	252,274
Tuition Fees	25,867	12,786	509,204	50,231
Capital Expenditure (Non-Allocable)	1,708,501	2,361,551	441,744	404,923
Debt Charges - Note 5	1,035,948	1,809,718	1,465,643	2,123,559
Other Operating Expenditure	1,187,167	1,222,592	1,759,050	1,486,066
Non-operating Expenditure Excluding Transfers to Reserves	679,915	465,587	557,580	419,553
Total Expenditure	96,065,779	89,735,989	75,647,559	64,952,247
Recovery of Expenditure				
Other School Boards - Tuition Fees & Miscellaneous	633,207	711,160	1,887,310	1,410,369
Government of Ontario - Miscellaneous	114,869	58,861	291,193	215,698
Government of Canada	25,967	38,267	537,699	162,625
Individuals - Tuition Fees	155,904	114,862	341,087	219,969
Other Revenue Excluding Transfers from Reserves	2,112,972	1,895,837	1,444,132	1,704,756
Total Recovery of Expenditure	3,042,919	2,818,987	4,501,421	3,713,417
Net Expenditure	$93,022,860	$86,917,002	$71,146,138	$61,238,830
Financing of Net Expenditure				
Government of Ontario				
General Legislative Grants	$32,424,074	$30,937,763	$19,887,849	$19,177,247
Local Taxation				
Previous Year's Over (Under) Requisition - Note 1(d)	1,275,347	(245,735)	1,028,822	968,835
Local Taxation Raised In Current Year	59,109,838	55,950,008	44,747,480	46,135,412
Refund of Taxes for Reasons of Employees' Withdrawal of Services	138,836		5,304,417	
Decrease (Increase) in Reserves Other than Reserve for Refund of Taxes	613,314	1,808,222	218,541	1,116,722
	61,137,335	57,512,495	51,299,260	48,220,969
To be Applied to the Following Year's Taxation				
Reserve for Refund of Taxes - Note 3		(138,836)		(5,304,417)
Net Under (Over) Requisition - Note 1(d)	(538,549)	(1,394,420)	(40,971)	(854,969)
Total	$93,022,860	$86,917,002	$71,146,138	$61,238,830

The Board of Education for the City of Hamilton
Capital Fund Statement of Operations
For the Year Ended December 31, 1986
(With Comparative Figures for 1985)

	1986	1985
Capital Expenditure		
Fixed Assets and Work in Progress		
Buildings	$2,139,324	$2,740,042
Furniture and Equipment	1,772,033	2,199,366
School Sites and Improvements to Sites	10,921	26,433
Total Capital Expenditure	$3,922,278	$4,965,841
Capital Financing		
Unexpended Funds at Beginning of Year		
Elementary	$	$ 58,154
Capital Expenditure from the Revenue Fund	3,922,278	4,965,841
Transfer to the Revenue Fund		(58,154)
Total Capital Financing	$3,922,278	$4,965,841

The Board of Education for the City of Hamilton
Notes to Financial Statements
For The Year Ended December 31, 1986

1. Accounting Principles

The financial statements have been prepared by the Board using accounting principles that are prescribed by the Ministry of Education and are considered appropriate for Ontario School Boards. These principles are in accordance with generally accepted accounting principles except as follows:

(a) Accrual Accounting

Revenue and expenditure are accounted for on the accrual method except that no provision is made for interest on unmatured debenture debt from the date of payment to the end of the fiscal year.

(b) Fixed Assets

Fixed assets are charged to current expenditure unless financed by long-term debt. Principal and interest charges on net long-term liabilities are included as expenditures in the period due. Fixed assets, described as capital outlay to be recovered in future years, are included on the balance sheet only to the extent of the balances of the related net long-term liabilities outstanding.

(c) Reserves and Reserve Funds

Reserves and reserve funds represent funds appropriated for general and specific purposes and are charged or credited to revenue fund operations in the year appropriated or drawn down.

(d) Under/Over Requisition of Taxes

The difference between the net expenditure of any year and the amounts received to finance these expenditures is carried forward to the subsequent year to either increase or reduce the net revenue requirement from ratepayers.

2. Retirement Gratuities Plans

Employees may become entitled to cash payments when they leave the employment of the Board at the age fixed for their retirement. $2,179,775 and $1,478,788 in retiring gratuities were paid during 1986 and 1985 respectively. An amount of $7,277,280 is provided by way of a reserve fund.

3. Reserve for 1986 Tax Reduction

Legislation requires that where monies raised by a school board through local taxation is not required by reason that salaries and wages of employees are not paid because of a strike or lock-out of such employees during the year, the net savings are to be placed in reserve and are to be used to reduce the requirement for local taxation in the following year.

During 1985 such a strike occurred and the board placed monies in reserve for return to the ratepayers in the form of 1986 tax reductions as follows:

Elementary School Supporters	$ 138,836
Secondary School Supporters	$5,304,417
	$5,443,253

4. Net Long-Term Liabilities

Of the net long-term liabilities outstanding of $5,524,153, principal amounting to $5,174,113 plus interest amounting to $899,575 is payable over the next five years as follows:

	Principal	Interest	Total
1987	$ 1,931,271	$ 363,349	$ 2,294,620
1988	1,321,788	245,777	1,567,565
1989	1,008,934	154,006	1,162,940
1990	594,105	91,728	685,833
1991	318,015	44,715	362,730
	$ 5,174,113	$ 899,575	$ 6,073,688

5. Debt Charges

The Revenue Fund expenditure for debt charges includes principal and interest payments as follows:

	Elementary	Secondary
Principal payments on long-term liabilities	$ 798,352	$1,215,501
Interest payments on long-term liabilities	237,596	250,142
	$1,035,948	$1,465,643

6. Contingency

A salary arbitration hearing between the Board and the Ontario Secondary School Teachers' Federation District 8 has been held with respect to payment for withdrawal of services for the period April 30 to May 10, 1985.

Of the $1,500,000 in dispute, $750,000 was paid conditionally to the teachers in 1985 subject to the ruling of the arbitrator. In 1986, the arbitrator ruled in favour of the Board. Subsequently, the O.S.S.T.F. has appealed this ruling and has returned to the Board, in trust, $750,000 previously paid to them.

At this time the outcome of the appeal is not determinable, and accordingly no provision has been made for any recovery or further liability in these financial statements.

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AUDITORS' REPORT
ON THE TRUST FUNDS ADMINISTERED BY
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

To the Members of
The Board of Education
for the City of Hamilton.

We have examined the Trust Fund Balance Sheet of the Board of Education for the City of Hamilton as at December 31, 1986 and the Statement of Trust Fund Surplus for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion these financial statements present fairly the financial position of the Trust Funds as at December 31, 1986 and the changes in their surplus for the year then ended in accordance with the accounting principle described in the note to the financial statements, applied on a basis consistent with that of the preceding year.

Pannell Kerr MacGillivray

March 9, 1987. CHARTERED ACCOUNTANTS.

The Board of Education for the City of Hamilton
Trust Funds Balance Sheet
For the Year Ended December 31, 1986

Assets

Cash in Bank	$ 6,080
Investments, at Cost (Market Value $66,585)	69,851
	$75,931

Surplus

Capital Funds	$69,851
Unexpended Income	6,080
	$75,931

Statement of Trust Fund Surplus

	Capital Funds	Unexpended Income	Total
Balance, January 1, 1986	$69,851	$ 6,190	$76,041
Revenue			
Interest Received		6,344	6,344
	69,851	12,534	82,385
Expenditures			
Awards		6,454	6,454
		6,454	6,454
Balance, December 31, 1986	$69,851	$ 6,080	$75,931

Note to Financial Statements

Significant Accounting Policy

Revenue and expenditures are recorded on the cash basis.

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
TRUST FUNDS
SCHEDULE OF INVESTMENTS
AS AT DECEMBER 31, 1986

	DOM. OF CAN. 3% SEPT. 15/96	GOV'T OF CAN. 11.5% DEC. 15/93	GOV'T OF CAN. 5% JUNE 1/88	T-D BANK 8 1/2% June 16/87	Total
A. D. Needle Trust Fund Award	$	$	$	$ 2,800.00	$ 2,800.00
A. Morrell Memorial Scholarship		2,977.50		430.50	3,408.00
Art Scholarship	3,350.00			1,750.00	5,100.00
Miss Susan E. Bennetto Award			1,000.00	116.25	1,116.25
Buchan Medal Award	800.00			250.00	1,050.00
Sir John A. Macdonald Secondary School Award	1,117.00			1,000.00	2,117.00
Ezra E. Parkhouse Prize				100.00	100.00
Frank A. Magee Award				211.50	211.50
George R. Allan Prize				200.00	200.00
L. George Russell Award				343.50	343.50
Hamilton Draftsmen's Association Prize			100.00	3,750.00	3,850.00
Hess Street School Reunion Award				500.00	500.00
H. H. Lowden Award				1,550.00	1,550.00
Ida Robb Award			100.00	1,174.35	1,274.35
Strathcona Reunion Committee Award				600.00	600.00
John McCullough Award	400.00			50.00	450.00
Sir John M. Gibson Award				1,100.00	1,100.00
James Johnson Memorial Award	600.00			9,416.18	10,016.18
Lawrence Munroe Scholarship				9,503.60	9,503.60
Muriel Eastman Scholarship in English			300.00	28.87	328.87
Memorial Award	2,233.00			3,700.00	5,933.00
McIlwraith War Memorial Award				150.00	150.00
George R. Parke Award				590.00	590.00
Ruth Cole Award				594.37	594.37
Sino-Canadian Friendship Award				4,561.40	4,561.40
Thomas F. McIlwraith Award				200.00	200.00
Vern Ames Prize in Mathematics				7,202.75	7,202.75
Wm. Alexander Lees Memorial Scholarship				5,000.00	5,000.00
	$8,500.00	$2,977.50	$1,500.00	$56,873.27	$69,850.77
Market Value, December 31, 1986	$5,780.00	$3,469.61	$1,462.50	$56,873.27	$66,585.38

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
TRUST FUNDS
SURPLUS
AS AT DECEMBER 31, 1986

Capital

A. D. Needle Trust Fund Award	$2,800.00
A. Morrell Memorial Scholarship	3,408.00
Art Scholarship	5,100.00
Miss Susan E. Bennetto Award	1,116.25
Buchan Medal Award	1,050.00
Sir John A. Macdonald Secondary School Award	2,117.00
Ezra E. Parkhouse Prize	100.00
Frank A. Magee Award	211.50
George R. Allan Prize	200.00
L. George Russell Award	343.50
Hamilton Draftsmen's Association Prize	3,850.00
Hess Street School Reunion Award	500.00
H. H. Lowden Award	1,550.00
Ida Robb Award	1,274.35
Strathcona Reunion Committee Award	600.00
John McCullough Award	450.00
Sir John M. Gibson Award	1,100.00
James Johnson Memorial Award	10,016.18
Lawrence Munroe Scholarship	9,503.60
Muriel Eastman Scholarship in English	328.87
Memorial Award	5,933.00
McIlwraith War Memorial Award	150.00
George R. Parke Award	590.00
Ruth Cole Award	594.37
Sino-Canadian Friendship Award	4,561.40
Thomas F. McIlwraith Award	200.00
Vern Ames Prize in Mathematics	7,202.75
Wm. Alexander Lees Memorial Scholarship	5,000.00
	$69,850.77

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
TRUST FUNDS
SURPLUS
AS AT DECEMBER 31, 1986

Unexpended Income

A. D. Needle Trust Fund Award	$ 12.03
A. Morrell Memorial Scholarship	189.15
Art Scholarship	73.56
Miss Susan E. Bennetto Award	29.03
Buchan Medal Award	19.19
Sir John A. Macdonald Secondary School Award	24.89
Ezra E. Parkhouse Prize	1.00
Frank A. Magee Award	3.89
George R. Allan Prize	.72
L. George Russell Award	1.99
Hamilton Draftsmen's Association Prize	81.74
Hess Street School Reunion Award	156.93
H. H. Lowden Award	4.17
Ida Robb Award	42.84
Strathcona Reunion Committee Award	.46
John McCullough Award	27.24
Sir John M. Gibson Award	32.16
James Johnson Memorial Award	36.96
Lawrence Munroe Scholarship	337.08
Muriel Eastman Scholarship in English	1.69
Memorial Award	51.40
McIlwraith War Memorial Award	7.24
George R. Parke Award	1.07
Ruth Cole Award	1.08
Sino-Canadian Friendship Award	4,823.33
Thomas F. McIlwraith Award	19.46
Vern Ames Prize in Mathematics	89.41
Wm. Alexander Lees Memorial Scholarship	10.42
	$ 6,080.13

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
TRUST FUND AWARDS
FOR THE YEAR ENDED DECEMBER 31, 1986

A. D. Needle Trust Fund Award	$ 300.00	Secondary Schools	- Highest marks in English and History (3 @ $100).
A. Morrell Memorial Scholarship	400.00	W. H. Ballard	- Three students standing highest in Arithmetic (1 @ $200, 1 @ $120, 1 @ $80).
Art Scholarship	260.00	Sir J. A. Macdonald	- Art, Architectural Drafting and Mechanical Drafting awards (1 @ $80, 3 @ $60).
Miss Susan E. Bennetto Award	64.95	Bennetto	- Highest citizenship qualities in graduating class ($40) and purchase of library books ($24.95).
Buchan Medal Award	50.00	Southmount	- Proficiency in Latin and English (1 award).
Sir John A. Macdonald Secondary School Award	150.00	Sir J. A. Macdonald	- Proficiency in Metal Work course (1 award).
Ezra E. Parkhouse Prize	10.00	Dalewood	- Proficiency in Industrial Arts (1 award).
Frank A. Magee Award	20.00	Central	- Proficiency in oral and written Language skills (1 award).
George R. Allan Prize	18.00	George R. Allan	- Boy and girl with highest standing in graduating class (2 @ $9).
L. George Russell Award	30.00	Glen Echo	- Best all-round student in graduating class (2 @ $15).
Hamilton Draftsmen's Association Prize	450.00	Secondary Schools	- Scholarship in Mechanical, Electrical or Electrical Drafting (3 @ $150).
Hess Street School Reunion Award	83.46	Hess Street	- Male and female student displaying superior scholarship and citizenship (2 @ $41.73).
H. H. Lowden Award	209.66	Centennial	- Most improvement in character and proficiency and to purchase library/classroom books (4 @ $29.98, 1 @ $89.74).
Ida Robb Award	100.00	Briarwood	- Outstanding achievement (1 award).
Strathcona Reunion Committee Award	54.67	Strathcona	- Highest standing in entrance class (2 @ $27.33).
John McCullough Award	30.00	Central	- Boys and girls with highest standing in senior grades (2 @ $15).
Sir John M. Gibson Award	120.00	Central	- Boy and girl with highest standing in graduating class (2 @ $30).
		Gibson	- Boy and girl with highest standing in graduating class (2 @ $30).
James Johnson Memorial Award	952.00	Elementary Schools	- Advancement of Music (4 @ $238).
Lawrence Munroe Scholarship	1,000.00	Secondary Schools	- Study of Architecture (1 award).
Muriel Eastman Scholarship in English	25.00	Prince of Wales	- Proficiency in English (1 award).
Memorial Award	819.02	Secondary Schools	- History books for each library (20 @ $40.95).
McIlwraith War Memorial Award	12.00	Centennial	- Subsidize camping fees.
George R. Parke Award	65.00	Sir J. A. Macdonald	- Championship for Sports Day (1 award).
Ruth Cole Award	57.89	Queen Victoria	- Outstanding academic and citizenship qualities (1 @ $39.89, 1 @ $18).

Sino-Canadian Friendship Award	-	All Schools	- To aid deserving students to finance an educational trip.
Thomas F. McIlwraith Award	12.00	Centennial	- Subsidize camping fees.
Vern Ames Prize in Mathematics	660.00	Elementary Schools	- Proficiency in public school Arithmetic (4 @ $15, 20 @ $30).
Wm. Alexander Lees Memorial Scholarship	500.00	Adelaide Hoodless	- Highest standing in all academic subjects (1 @ $150, 2 @ $100, 2 @ $75).
	$6,453.65		

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AUDITORS' REPORT

To the Directors of
The Board of Education for the
City of Hamilton Foundation.

We have examined the Balance Sheet of the Board of Education for the City of Hamilton Foundation as at December 31, 1986 and the Statement of Surplus for the year then ended. Our examination was made in accordance with generally accepted auditing standards and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion these financial statements present fairly the financial position of the Board of Education for the City of Hamilton Foundation as at December 31, 1986 and the changes in surplus for the year then ended in accordance with the accounting principles described in the note to the financial statements, applied on a basis consistent with that of the preceding year.

Pannell Kerr MacGillivray

March 9, 1987. CHARTERED ACCOUNTANTS.

The Board of Education for the City of Hamilton Foundation
Balance Sheet
For the Year Ended December 31, 1986

Assets

Cash in Bank	$ 1,791
Investments, at Cost and Market	53,355
	$55,146

Surplus

Capital Funds	$53,905
Unexpended Income	1,241
	$55,146

Statement of Surplus
For the Year Ended December 31, 1986

	Capital Funds	Unexpended Income	Total
Balance, January 1, 1986	$37,824	$ 5,845	$43,669
Revenue			
Donations	10,851	815	11,666
Interest		5,655	5,655
Transfer from Unexpended Income	5,230		5,230
	53,905	12,315	66,220
Expenditures			
Awards		5,844	5,844
Transfer to Capital		5,230	5,230
		11,074	11,074
Balance, December 31, 1986	$53,905	$ 1,241	$55,146

Note to Financial Statements

Significant Accounting Policy

Revenue and expenditures are recorded on the cash basis.

The Board of Education for the City of Hamilton Foundation
Analysis of Investments
As At December 31, 1986

	First City Trust Nov 12/86-June 8/87 7.75%	First City Trust June 8/84-June 8/89 13.625%	First City Trust June 9/86-June 9/87 8.75%	Total Investments
Andrew MacDonald Award	$	$ 1,005.00	$	$ 1,005.00
Pat Kirby Citizenship Award		1,683.20	405.00	2,088.20
Delta Staff Association Award		250.00		250.00
Dr. Harry Paikin Memorial Fund			3,925.00	3,925.00
The Dr. E. A. Hutton Fund		2,444.27		2,444.27
Elma Darlington Award		2,000.00		2,000.00
Elva Kendall Newlands Award in Literature	2,000.00			2,000.00
English Literature Award		500.00		500.00
Emily Kirby Award in Family Studies		200.00		200.00
Gladys McAndrew Memorial Fund		1,992.56	431.00	2,423.56
G. L. Cooper Award			500.00	500.00
Hamilton Place Award		100.00		100.00
Hill Park Art Award		250.00		250.00
Michael Zebroski Music Scholarship Award			2,760.00	2,760.00
Miss Laura Miller Awards in Public Speaking	9,000.00	8,000.00		17,000.00
Seneca School Citizenship Award		100.00	50.00	150.00
Royal Oak Dairy Award		800.00		800.00
Sandi Bell Award		500.00		500.00
Sharon MacKay Trust Fund		3,474.00		3,474.00
The Doris Gasse Award		500.00		500.00
The Norman E. Reid Award		2,577.00		2,577.00
The Wm. Flannigan Geography Prizes		500.00		500.00
C. Thomas Lowe Memorial Award	26.00	250.00	85.00	361.00
Bill Mastin Memorial Awards		7,046.98		7,046.98
	$11,026.00	$34,173.01	$ 8,156.00	$53,355.01

The Board of Education for the City of Hamilton Foundation
Statement of Surplus
For The Year Ended December 31, 1986

Fund	Balance Jan. 1/86	Donations Transfers	Interest Receipts	Disbursements	Balance Dec. 31/86
Capital Funds					
Andrew MacDonald Award	$ 1,005.00	$	$	$	$ 1,005.00
Pat Kirby Citizenship Award	1,958.20	130.00			2,088.20
Delta Staff Association Award	250.00				250.00
Dr. Harry Paikin Memorial Fund	150.00	3,775.00			3,925.00
The Dr. E. A. Hutton Award	2,444.27				2,444.27
Elma Darlington Award	2,000.00				2,000.00
Elva Kendall Newlands Award in Literature		2,000.00			2,000.00
English Literature Award	500.00				500.00
Emily Kirby Award in Family Studies	200.00				200.00
Gladys McAndrew Memorial Fund	2,323.56	100.00			2,423.56
G. L. Cooper Award		500.00			500.00
Hamilton Place Award	100.00				100.00
Hill Park Art Award	250.00				250.00
Michael Zebroski Music Scholarship Award	2,760.00				2,760.00
Miss Laura Miller Awards in Public Speaking	8,000.00	9,000.00			17,000.00
Seneca School Citizenship Award	150.00				150.00
Royal Oak Dairy Award	800.00				800.00
Sandi Bell Award	500.00				500.00
Sharon MacKay Trust Fund	3,474.00				3,474.00
The Doris Gasse Award	500.00				500.00
The Norman E. Reid Award	2,577.00				2,577.00
The Wm. Flannigan Geography Prizes	500.00				500.00
C. Thomas Lowe Memorial Award	335.00	576.00			911.00
Bill Mastin Memorial Awards	7,046.98				7,046.98
	37,824.01	16,081.00	-	-	53,905.01

The Board of Education for the City of Hamilton Foundation
Statement of Surplus
For The Year Ended December 31, 1986

Fund	Balance Jan. 1/86	Donations Loans	Interest Receipts	Disbursements	Balance Dec. 31/86
Unexpended Income					
Andrew MacDonald Award	1.46		141.80	100.00	43.26
Pat Kirby Citizenship Award	25.40		249.61	266.42	8.59
Delta Staff Association Award	2.06		34.17	36.00	.23
Dr. Harry Paikin Memorial Fund			134.26		134.26
C.G.A. Association Award		50.00		50.00	
The Dr. E. A. Hutton Award	101.47		345.87	400.00	47.34
Elma Darlington Award	6.14		287.01	286.00	7.15
Elva Kendall Newlands Award in Literature			45.13		45.13
English Literature Award	2.19		68.78	70.00	.97
Emily Kirby Award in Family Studies	.02		27.27	27.00	.29
Gladys McAndrew Memorial Fund	5.52		297.58	300.00	3.10
G. L. Cooper Award		50.00	20.00	50.00	20.00
The Hamilton Foundation Bursary	341.49	600.00	10.06	951.00	.55
Hamilton Place Award	.34		14.07	13.00	1.41
Hill Park Art Award	38.82		37.90	37.94	38.78
Michael Zebroski Music Scholarship Award	39.78		253.93	200.00	84.71
Miss Laura Miller Awards in Public Speaking	4,404.79		1,436.16	5,785.00	55.95
Seneca School Citizenship Foundation Award	7.92		19.44	12.73	14.63
Royal Oak Dairy Award	7.99		111.88	100.00	19.87
Sandi Bell Award	8.55		72.54		81.09
Sharon MacKay Trust Fund	110.57		485.35	500.00	95.92
The Doris Gasse Award	.33		68.14	68.00	.47
The Norman E. Reid Award	40.95		361.06	392.00	10.01
The Wm. Flannigan Geography Prize	2.48		70.02	70.00	2.50
C. Thomas Lowe Memorial Award	4.45	114.53	40.09	158.51	.56
Bill Mastin Memorial Awards	701.34		1,022.99	1,200.00	524.33
	5,845.06	814.53	5,655.11	11,073.60	1,241.10
	$43,669.07	$16,895.53	$ 5,655.11	$11,073.60	$55,146.11

THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON
FOUNDATION AWARDS
FOR THE YEAR ENDED DECEMBER 31, 1986

Andrew MacDonald Award	$100.00	Ainslie Wood	- Two awards - greatest improvement in academic subjects and vocational subjects (2 @ $50).
Pat Kirby Citizenship Award	136.42	Caledon	- Plaque in the school. Miniature of the plaque for the student to keep. Gift or cash. Citizenship award to the graduating student.
Delta Staff Association Award	36.00	Delta	- Graduating student who has exemplified the highest principles of scholarship, citizenship and sportsmanship.
Certified General Accountants Association Award	50.00	Secondary School on Rotation Basis	- Graduating student with highest overall average in Accounting and Commerce subjects.
E. A. Hutton Scholarship Award	400.00	Secondary Schools on Rotation Basis	- Graduating student proceeding to Grade 13 who has made an overall contribution to the school (2 @ $200).
Elma Darlington Award	286.00	Secondary Schools	- Needy students, unsuccessful for Memorial Bursary, who require financial assistance to continue secondary school education.
English Literature Award	70.00	Delta	- Graduating student who has maintained the highest average in English Literature throughout years at Delta.
Emily Kirby Award in Family Studies	27.00	Caledon	- Clothing student who has demonstrated the greatest improvement in sewing skills.
Gladys McAndrew Memorial Award	200.00	Westdale	- Female graduate who has good character and integrity, portrays qualities of academic excellence and good citizenship and intends to continue her education. (2 @ $100).
Hamilton Foundation Bursary	951.00	Sir Allan MacNab	- Sending a student to "Forum for Young Canadians" in Ottawa - (1 @ $24, 1 @ $30, 1 @ $40, 1 @ $47, 4 @ $50, 1 @ $60, 1 @ $80, 2 @ $100, 1 @ $120, 1 @ $150).
Hamilton Place Award	13.00	Delta	- Graduating student who has achieved the highest rating in Geography.
Hill Park Art Award	37.94	Hill Park	- Grade 12 deserving Art student who plans to continue in the study of Art.
E. Michael Zebroski Music Scholarship	200.00	Westdale	- Two awards - brass players who display positive attitude, make contribution to music program, regarded as all-round student and minimum music mark of 75%, one graduating student and one first-year or second-year student (2 @ $100).
Miss Laura Miller Awards	785.00	Secondary Schools	- Public speaking contest (2 @ $7.50, 2 @ $12.50, 6 @ $15, 7 @ $25, 8 @ $60).
Seneca School Citizenship Foundation Award	12.73	Seneca	- Students who show a willingness and a desire to learn, on-going participation in school activities and exemplary behaviour in school and in the community (shared equally by 2 students).

Dr. Harry Paikin Memorial Award	0	S.J.A.M.	- To the graduating student who has achieved the highest average in English Literature throughout the years as a student.
		Bennetto Hess	- to the graduating student who has maintained the highest standing for Oral and Written Language.
Elva Kendall Newlands Award in Literature	0	Secondary Schools on Rotating Basis	- presented to student(s) achieving highest standing in OAC 1.
Royal Oak Dairy Award	100.00	Ainslie, Albion, Briarwood	- Outstanding students - (4 @ $25) * Ainslie Wood - for outstanding food services * Albion - horticulture * Briarwood - hospital services
Sandi Bell Award	0	West Avenue	- Student who has combined academic proficiency with an attitude of active concern for fellow students.
Sharon MacKay Trust Fund Award	500.00	Westdale	- Students displaying an outstanding contribution in the graduating year with 80% on seven subjects on final report (5 @ $100).
The Doris Gasse Award	68.00	Caledon	- Outstanding graduate on the basis of general proficiency and progress in the English language.
The Norman E. Reid Award	392.00	Secondary Schools	- Graduating student who has attained honour standing in Senior Geography and has contributed to the overall life and spirit of the school (4 @ $98).
Wm. Flannigan Geography Prize	70.00	Barton	- To student showing success and interest in Year 3 Geography courses and general academic achievement and citizenship (2 @ $35).
C. Thomas Lowe Memorial Award	158.51	Sherwood	- General Proficiency Awards (4 @ $25). (4 Plaques $28.51) (Engraving $30).
Bill Mastin Memorial Scholarship	1,200.00	2 to Hill Park 2 City-Wide	- "Personal Growth" award to (2) students who have shown the most personal growth. "Science Award" to (2) students who have demonstrated an outstanding attitude, achievement and performance in the field of science (4 @ $300).
G. L. Cooper Award	50.00		- Students (maximum of 5) who exemplify the following: Respect for self and others; achievement working to best of their ability; responsibility (5 @ $10).
	$ 5,843.60		

Ontario Association for
Continuing Education

OACE

175 St. Clair Ave. W.
Room 24
Toronto, Ontario M4V 1P7
416 924 2275

February, 1987

Dear Chairperson,

OACE is the only non-profit body which brings together professionals and policy-makers at all levels of adult continuing education (ACE) in Ontario. Its members are drawn from universities, colleges, school boards and voluntary organizations. It is of particular importance at this time of growth and change in ACE that a common meeting ground be provided where such issues as cooperation, coordination, policy, legislation and funding can be discussed by representatives of different organizations. OACE provides a focus for ACE discussion and highlights concerns with the provincial government.

OACE initiated and is taking a leadership role in organizing a Galaxy Conference of all those concerned about ACE issues at the Harbour Hilton Hotel in Toronto October 21-23. We look forward to seeing you there.

Last September OACE also took the initiative to establish a Task Force on the implications of the Education Amendment Act 1986 (EA 1986) for adult continuing education. An information sheet is attached which outlines the activities of this Task Force. We request you support the position taken by the Task Force in the new grant for ACE. The Task Force will make recommendations to the Minister of Education, provincial trustee associations and school boards on ACE at school-board level. OACE believes that the involvement of trustees in a joint Task Force on ACE and circulation of recommendations will increase the awareness of Ministry and school board officials to the needs of under-educated adults.

OACE receives a small annual grant from the Ontario Government for core funding. It seeks project funding for a number of special activities. However, in order to continue to receive support from the Ontario Government for core funding, OACE must demonstrate financial support from organizations and individuals. We therefore are writing to you to ask your School Board to become an institutional member of OACE. The fee for an individual member is $40 a year. for a group membership which provides two names on our mailing list $60, for a group membership which provides three-five names on our mailing list $110.

We trust you will bring this request for support for OACE membership, and its activities-- Galaxy Conference, and our Bill 30 Task Force-- to the early attention of your fellow trustees.

Sincerely,

Ross Willmot

Ross Willmot
Executive Director

February 1987

INFORMATION ON THE OACE TASK FORCE ON THE IMPLICATIONS OF THE EDUCATION AMENDMENT ACT 1986 FOR ADULT CONTINUING EDUCATION

1. Establishment of Task Force

On the initiative of the Ontario Association for Continuing Education (OACE), a Task Force on the implications of Bill 30 for Adult Continuing Education (ACE) was established in September with representation from all trustee associations. The OACE Task Force has received a small grant from the Ministry of Education and the full cooperation of Ministry officials. Some trustee associations have agreed to be responsible for the costs of their representatives.

2. Data Available

At the request of the Task Force, Ministry officials have prepared a statistical analysis of ACE participation in funded School Boards in 1985. A complete set of these tables has been given to your provincial association trustee representative and should be available from your trustee association office if you request it.

3. New Grant Structure for ACE 1987

The Task Force discussions with Ministry officials in the grants and school finance branches were helpful in focusing Ministry attention on the need for a new grant structure for ACE in January 1987. With the establishment of the new grant of $1,900 per F.T.E., it is the intention of the Minister to pay 100% of the costs of funded ACE programs. The Task Force is pleased that the Minister has taken action to avoid the disruption of services for adult learners. However it realizes that serious short-term and long-term problems remain to be solved.

4. Level of Grant

In establishing the $1,900 grant figure, the Ministry had very little information available to it on the actual expenditures of School Boards for ACE. For this reason, the Minister has asked the Task Force to advise him on what the level of grant should be in 1988. The Task Force will work with members of OAEAO to develop this advice.

5. Request for Support

Until the new level of grant is established in 1988 some Boards will have difficulty providing ACE from period Sept.-Dec./87. Attached are extracts from a letter to the Minister of Education requesting him to continue the second level of funding until January 1988. Your Board may wish to write to the Minister indicating your support for the position taken by the Task Force.

EXTRACTS FROM A LETTER/TO THE HON. SEAN CONWAY, MINISTER OF EDUCATION OF ONTARIO 20 JANUARY 1987

FROM: C. JANE DOBELL

I am writing to you in my capacity as Chairperson of the Ontario Association for Continuing Education Task Force on the Implications of the Education Amendment Act 1986 on Adult Continuing Education (A.C.E.) The Task Force has asked me to comment on your statement in the Legislature on November 26, and on the new proposals it contained for funding continuing education. In addition, I am submitting to you a request for a second grant of twelve thousand dollars ($12,000.) in order to allow the Task Force to complete its work.

The Task Force is pleased that you have taken action designed to remove the barrier of residency, rates of grant and tax support, which prevented equal access to adult education. The new funding formula, which established a floor of one thousand nine hundred dollars ($1,900.) per weighed FTE for grant-eligible Continuing Education programs, but which also guarantees school boards no less than their previous rate of grant to August 31, 1987, will benefit many Boards and will avoid large scale disruption of educational services to adults which could have taken place in January. The Task Force is pleased to accept the Minister's invitation to work with members of the Ontario Association of Educational Administration Officials (O.A.E.A.O.) to examine the cost of offering representative A.C.E. programs in order to advise the Minister on the level of grant after 1987.

Continuing Education Grants September 1, 1987 - December 31, 1987:

However, the Task Force wishes to inform you of a serious problem which will exist from August 31, 1987 to December 31, 1987 for school boards with small local assessments. In establishing the figure of one thousand nine hundred dollars ($1,900.), your Ministry officials did not have the benefit of province-wide information on salaries for Continuing Education teacners, class sizes for Continuing Education, or the level of educational services offered to adults by school boards. The Task Force is confident the O.A.E.A.O. study, to be conducted by Professor Lawton, will justify a much higher figure than $1,900.

..../2

Until the figure is adjusted upwards in 1988, it is to be hoped that the larger boards will find ways to carry the programs. In the meantime, from September 1987 to December 31, 1987 northern, rural and Catholic boards, which have a low assessment base and/or much higher costs, will be unable to serve adults for these four months. Programs to be offered in A.C.E. in the autumn must be included in school board budgets which are drawn up in the spring.

After much discussion at its December meeting, the Task Force passed the following motion unanimously:

> That the Minister of Education be requested to extend the two part funding formula for Continuing Education announced in the Legislature November 26, 1986, to cover the period September 1 to December 31, 1987.

The extended grandfathering provisions will ensure that your remarks in the Legislature that "no board will be placed at a disadvantage because of the changes I am announcing", will indeed be accurate.

The statistics gathered by your Ministry office, at the request of the Task Force, reveal a much greater inequality of access offered by school boards than anticipated. The problem is particularly acute in the northern and rural areas. The report "For Adults Only" gave a partial explanation as to why some boards offer no service to adults at all, ".... the withdrawal of non-credit courses (1982) so restricted financing (in the north) that it was impossible for boards to sustain any local presence, even credit courses, in the community.". It is precisely those jurisdictions which offered no adult services, or the fewest opportunities per capita previously, which will lose the higher rate of grant in August 1987.

We have only been able to survey some of these boards informally by telephone to ask them the effect the $1,900. figure will have on their program from August 31 to December 31, 1987. Salaries for Continuing Education teachers appear to be higher in the north, yet even at these rates boards have difficulty persuading daytime teachers to teach at night, or even teachers, not formally qualified, to accept the job. One northern board pays $35.00 an hour, another $25.00 an hour, which contrasts with $20.35 in Hamilton, or $19.50 in London, or $23.63 in Toronto. Classes of Adult Basic Literacy in jurisdictions like Nipigon, Red Lake, are extremely small so that the Board is currently subsidizing students from the tax base. Some areas tell us they will do away with classes requiring any special services (for trainable mentally retarded or handicapped adults) or that they will no longer be able to afford any administrative staff time to organize adult programs if they must operate on $1,900. from September to December.

The Task Force is pleased that Professor Lawton's research will help establish a credible level of funding for the first time in Ontario. However, until you are able to take into account the findings of this research the Task Force respectfully requests you to continue the grandfathering provisions for Continuing Education until the end of 1987 so that no board will be placed at a disadvantage.

HAMILTON PLACE

March 10, 1987

MAR 11 1987

Mr. A. J. Krever,
Director of Education,
The Board of Education for the City of Hamilton,
P. O. Box 558,
Hamilton, Ontario.
L8N 3L1

Dear Mr. Krever:

Once upon a time, being a Fairy Godmother was easy...a little fairy dust, a wand, and you were in business. But making dreams come true is getting tougher. Fairy dust and wands have given way to budget work sheets and calculators. But dreams can still come true...

Since 1983, nearly 25,000 young people each year have attended special student performances at Hamilton Place. Programming has included English and French theatre, music, dance, puppets, opera, magic and storytelling. Students and teachers alike have acclaimed the quality and variety of the "live" programming that has been available...programming that has set the standard for other facilities across Canada.

The miracle is that Hamilton Place has been able to keep the ticket price to $3.00 per student...the dream is $2.00!!!

In our 1987/88 season we would like to drop our ticket price to $2.00 per student. While $3.00 would seem a bargain, for many children it isn't, particularly when the price of busing is added on top! A $2.00 ticket price would put the program within the reach of a further 25,000 students each year, effectively doubling the number of young people, ages 4 to 12, who can profit from this culturally enriched experience.

In order to do this we need a subsidy of $1.00 per student...an overall $25,000.00. We would like your Board to consider a grant of $1,250 to be matched by:

The Ministry of Citizenship and Culture	$5,000
The Ministry of Education	$5,000
The Halton Board of Education	$1,250
The Hamilton-Wentworth Separate School Board	$1,250
The Wentworth County Board of Education	$1,250

... 2

For students, a visit to Hamilton Place is a unique experience. They discover an alternative to the rapid-fire electronic media; "live" theatre thrills and stimulates in a way television can not. But more important the "get involved" type of programming we offer makes learning, through audience participation, an effective and long-lasting experience.

We encourage you to get involved and look forward to hearing from you.

Yours very truly,

Robert Ellison
Assistant Director

MAR 12 1987

Association
des enseignantes
et des enseignants
franco-ontariens

Unité secondaire, Hamilton

10 03 1987

Mr. Ron Kennedy
Area Superintendent
The Board of Education for the City of Hamilton
100 Main Street West
HAMILTON, Ontario
L8N 3L1

Dear Mr. Rielly,

On May 8th 1987, l'AEFO unité secondaire is organizing a professional activity day for its members. All of our members will be attending the conference "Savoir 87", which will be held in Toronto. This conference is organized by the Federation of Francophone Superintendents for all of the francophone teachers of the province. Many of the workshops offered during the day will deal with the new curriculum that is coming out of the Ministry for the new courses under O.S.I.S.

I hereby request $500 from the Board of Education for the City of Hamilton to help the unit defray the costs for that day. This money will be used to defray some of the costs involved in going to the P.A. day (registration, meals, travel expenses, etc.)

I am aware that funds are available from the Board for francophone teachers' professional development and for staff recognition.

Thank you for your prompt attention in this matter.

Yours truly,

R Therrien

Raymond Therrien
président

RT/jg

c.c.: Mr. Issam Massouh
Principal

Board of Education,
Hamilton, Ontario,
1987 03 24.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

RE: Sale of a strip of land to the City from the Board Site in Gurnett Neighbourhood for Roadway Purposes

The Board owns an elementary school site in Gurnett Neighbourhood as outlined on the attached sketch. The City would like to extend Guildwood Drive in order to provide access to the site and is requesting to purchase the subject land.

The area is 16,220 square feet and the price is $22,342.51.

We would recommend that:

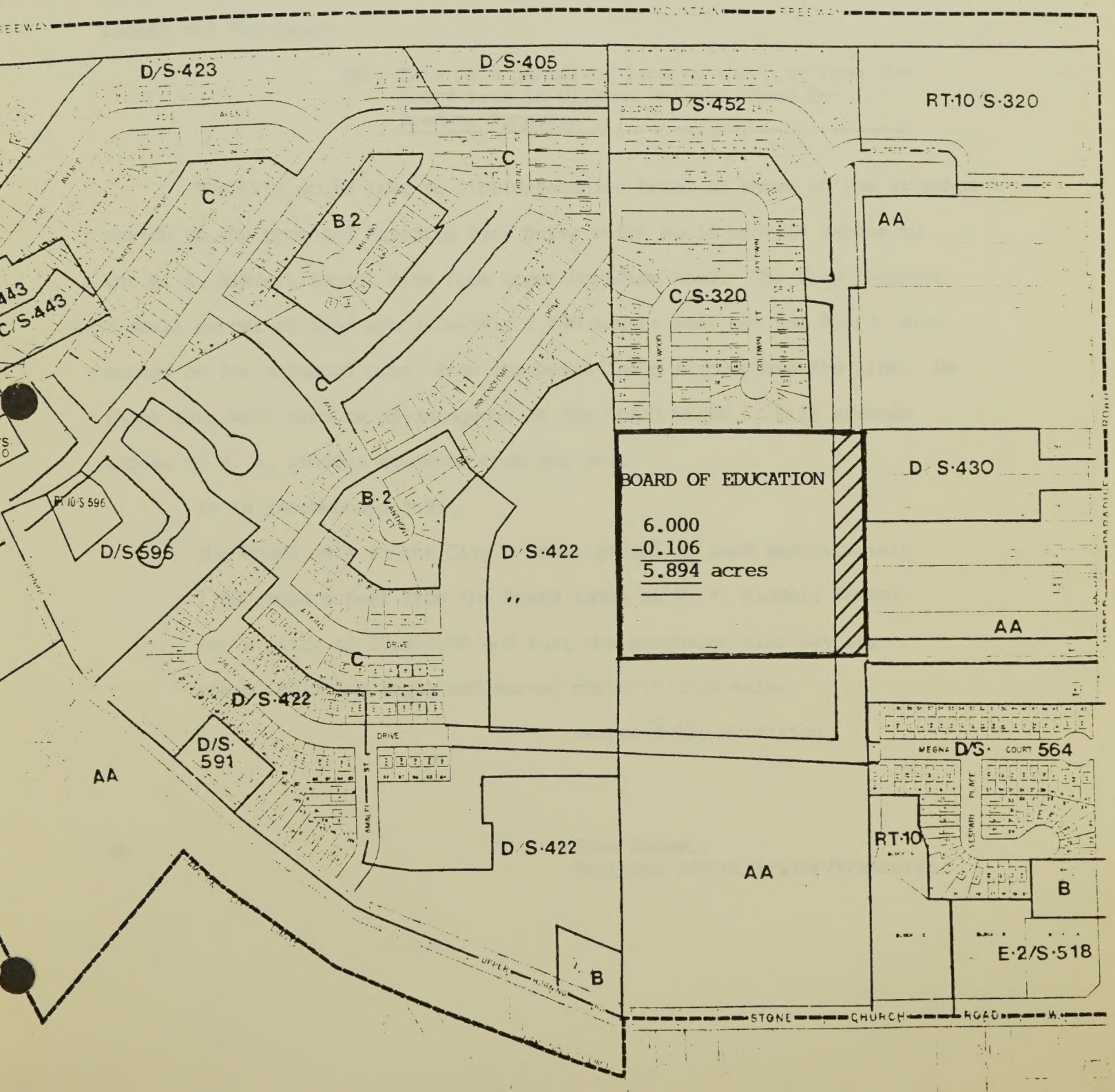
The Board sell to the City, a strip of land in Gurnett Neighbourhood for roadway, being an area of approximately 16,220 square feet for a price of $22,342.51.

Respectfully submitted,

mb

John Penner,
Business Administrator/Treasurer.

GURNETT


D/S·423
D/S·405
D/S·452
RT·10/S·320
AA
C/S·320
C
B2
B·2
BOARD OF EDUCATION
6.000
-0.106
5.894 acres
D/S·430
D/S·422
D/S·596
RT·10/S·596
D/S·591
AA
B
E·2/S·518
RT·10
MEGNA COURT
D/S· 564
STONE CHURCH ROAD W.
DRIVE
AWALT ST



Board of Education,
Hamilton, Ontario,
1987 03 24.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

RE: Sale of a parcel of land to the City from the Board Site in Gilkson Neighbourhood for Roadway Purposes

The City would like to link Greenshire Drive as shown on the attached sketch to the proposed Paradise Park Drive which would provide access to the R. A. Riddell School site from Upper Paradise Road. The City requires a small parcel of land approximately 1,600 square feet off the Board, also marked on the attached plan, from the Board lands to complete the link. We think this will also be advantageous to the Board since it will provide access to R. A. Riddell students from the west.

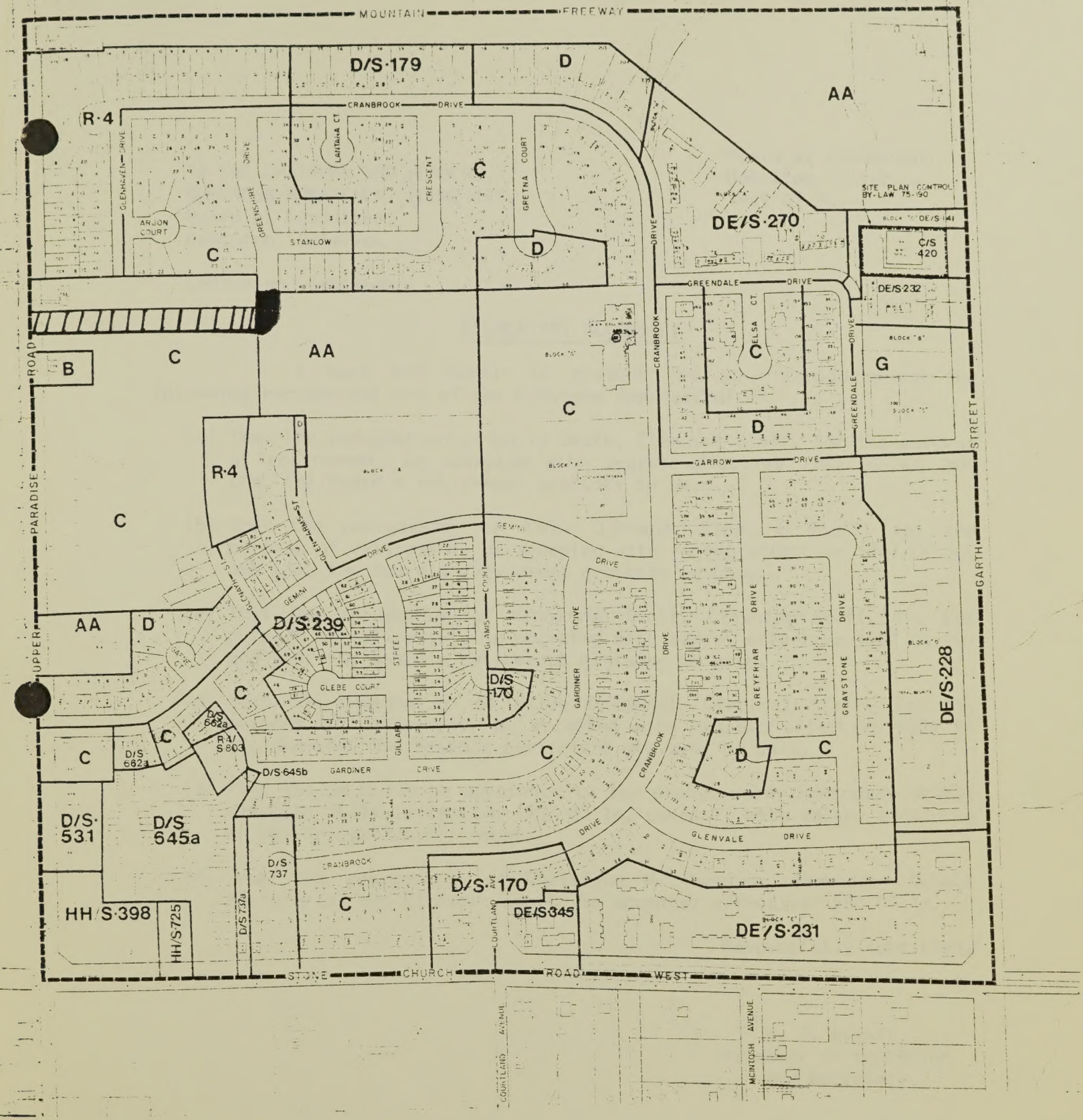
It is recommended that:

The Board sell to the City a small parcel of land approximately 1,600 square feet from the Board lands at R. A. Riddell School for a price of $2,200.00 and that the purchaser also pay any costs including legal and survey costs in this sale.

Respectfully submitted,

mb

John Penner,
Business Administrator/Treasurer.


MOUNTAIN FREEWAY
D/S-179
D
AA
R-4
CRANBROOK DRIVE
GLENHAVEN DRIVE
ARGON COURT
GREENSHIRE DRIVE
LANTANA CT
CRESCENT
C
GRETNA COURT
STANLOW
SITE PLAN CONTROL BY-LAW 75-190
DE/S-270
C/S 420
DE/S-232
GREENDALE DRIVE
CELSA CT
G
B
PARADISE ROAD
UPPER
R-4
GLENAVON ST
GEMINI
GLEBE COURT
D/S-239
GLAMIS COURT
GARDINER DRIVE
STREET
D/S 170
GILLARD
D/S 662a
R4/S 803
D/S 662a
D/S-645b
GARDINER DRIVE
CRANBROOK DRIVE
GREYFRIAR DRIVE
GRAYSTONE DRIVE
DE/S-228
GARROW DRIVE
GARTH
GLENVALE DRIVE
D/S 531
D/S 645a
D/S 737
D/S 737a
HH/S-398
HH/S725
D/S-170
COURTLAND AVE
DE/S-345
DE/S-231
STONE CHURCH ROAD WEST
COURTLAND AVENUE
MCINTOSH AVENUE

GILKSON



Board of Education,
Hamilton, Ontario,
1987 03 26.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the resignation of Doris Smith, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1987 06 30, and that the Board's retirement gratuity be paid.

(b) That the resignation of Annie Johnson, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1987 06 26, and that the Board's retirement gratuity be paid.

(c) That the resignation of Winnifred Scott, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1987 06 19, and that the Board's retirement gratuity be paid.

(d) That the resignation of Hilda Crammond, Clerical Staff, for the purpose of retirement, be accepted with regrett effective 1987 06 30, and that the Board's retirement gratuity be paid.

(e) That Sheila Smith be appointed to the probationary Secondary School Clerical Staff, effective 1987 03 16, Level 1, with salary according to the Collective Agreement.

(f) That the resignation of Christine M. Boucher, Secondary School Secretarial and Clerical Staff, be accepted effective 1987 03 13.

Respectfully submitted,

A. J. Krever,
Director of Education
and Secretary.

AGENDA

CA4 ON HBL W26
A31
1986

BUSINESS MANAGEMENT COMMITTEE

1986 05 07

Confirmation of the minutes of the last meeting.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Hamilton Place - Request for Grant $1,250 - Tabled at B.M.C. 1987 04 02.
2. The Regional Municipality of Hamilton-Wentworth re Funding of Pediculosis Program.

NEW BUSINESS:

1. Recommendations of the Director of Education **Page 1**
2. Investment of Short Term Funds.
3. Cash Flow.
4. Ontario Public School Teachers' Federation - Presentation re Ministry Grant Ceilings entitled: "A Blueprint for Justice - Update" - enclosed.
5. O.S.S.T.F. - P.D. Day 1987 05 01 - Request for Financial Assistance $1,500 plus 4.25 Per Cent ($1,563.75) - attached **Pages 2 to 6**
6. H.T.F. - P.D. Day November, 1987 - Request for Financial Assistance $2,800 - attached **Page 7**
7. Corporate Challenge - Financial Assistance - $1,200.
8. Pannell, Kerr, MacGillivray, Chartered Accountants - Fee $9,900.
9. Research Proposal re Cost of Adult Continuing Education (ACE) in Ontario School Boards - attached **Pages 8 to 20**
10. Red Hill School Creative Playground - attached **Pages 21 and 22**
11. Central School Creative Playground - attached **Page 23**
12. Burglary, Theft and Vandalism Report - attached **Pages 24 to 26**
13. Upper Ottawa Street Landfill Site - attached **Pages 27 and 28**
14. Report of the Education Management Committee.
15. R.A. Riddell Gymnasium - Appointment of Architect.

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education **Page 29**
2. Report of the Education Management Committee.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Board of Education,
Hamilton, Ontario.
1987 04 30.

Ladies and Gentlemen:

GENERAL

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the resignation of Margaret Wood, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1987 06 12, and that the Board's retirement gratuity be paid.

(b) That the resignation of Helen Adams, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1987 06 24, and that the Board's retirement gratuity be paid.

(c) That the resignation of Florence Robertson, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1987 06 30, and that the Board's retirement gratuity be paid.

(d) That the resignation of Pauline Ciraolo, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1987 06 30, and that the Board's retirement gratuity be paid.

(e) That the resignation of Liesbeth Vanderwel, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1987 06 01, and that the Board's retirement gratuity be paid.

(f) That the resignation of John Northey, Caretaking and Maintenance Staff, for the purpose of retirement, be accepted effective 1987 06 30, and that the Board's retirement gratuity be paid.

(g) That the resignation of Howard E. Rousseau, Caretaking and Maintenance Staff, for the purpose of retirement, be accepted with regret effective 1987 06 30, and that the Board's retirement gratuity be paid.

(h) That the resignation of Ken Horn, Caretaking and Maintenance Staff, for the purpose of retirement, be accepted with regret effective 1987 06 30, and that the Board's retirement gratuity be paid.

(i) That Naomi Gooley be appointed to the probationary Clerical Staff, (Category A-B, maximum $340.00 per week), effective 1987 04 21, with salary according to the salary schedule.

(j) That the resignation of Janet D. Ozimek, Clerical Staff, be accepted effective 1987 04 16.

(k) That Barbara Mattina, Clerical Staff, be granted a Maternal Leave of Absence, to commence 1987 04 27, in accordance with the Employment Standards Act.

Respectfully submitted,

A. J. Krever,
Director of Education
and Secretary.

Phone 544-0181

ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION

District 8 Office 1188 Barton Street East Hamilton, Ontario L8H 2V7

March 26, 1987

Mr. A. Krever
Secretary & Director
Board of Education for the City of Hamilton
100 Main Street West
Hamilton, Ontario
L8N 3L1

MAR 31 1987

Dear Mr. Krever:

I hope you received our brochure about the PD Day last week. Along with the central program, several schools are running partial or full day programs on their own. The attached sheet lists them.

As you can imagine, in trying to provide some decentralization and flexibility, some costs are greatly increased. We are using Sir John A. Macdonald (which will be a considerable saving) but also a great deal more work and preparation.

I understand that last year the Board provided $1500 for the half day program. I realize we are all under severe financial constraints, but I am hopeful that the amount could be increased this year.

Our District 8 PD budget has been depleted to $1000. At the current time $2500 has been allocated to subject group and school (PD) programs and approximately $2500 has been used to support individuals attending conferences.

I have attached a copy of our projected expenses and would be pleased to elaborate on them if necessary.

We have requested $6442.50 from Regional PD (11040). I am told we can expect to get approximately $3000. I am applying to the Regional Ministry Office for implementation funds for the Discipline Document. We are projecting $500 for displays but returns are slow.

I am hopeful that you would see fit to allocate at least $1500 plus 4.25%, but as you can see any further contribution would be much appreciated.

'86-1,500
'85-2,000
'84-2,000
'83-2,000

Yours truly,

Gail Rappolt

Gail Rappolt
PD Chair

GR:js
Encls.
cc Wm. Manson

OSSTF DISTRICT B

PROJECTED EXPENSES FOR MAY 1, 1987 PD DAY

a) Date(s) May 1, 1987 Time: 8:30 a.m. - 4:00 p.m.

b) Location(s) Sir John A. Macdonald plus 10 other locations

c) Number of OSSTF members participating 1000

d) Topic: Discipline: Reality, Myth or Magic?
Individual schools have own programs.

e) Purpose: To kick off a focus on "Discipline" for teachers.
To provide a high profile public program which will attract media coverage.

f) Format: AM -- SPEAKER, PANEL - Sir John A. Macdonald
PM -- WORKSHOPS - Sir John A. Macdonald
School Programs -- trips, workshops, speakers, computer training programs.

RESOURCE PERSONS:

NAME	AFFILIATION	FEE/HONORARIA
Jack S. Walker	Stelco Company Ltd.	nil
Don Posterski	Project Teen Canada	$300 (+ expenses)
Sears & Switzler	for Sir J. A. Macdonald	$200 (+ expenses)
M. Tutor	for Hill Park	$300 (+ expenses)
For honoraria and gifts see attached lists.		

EVALUATION PROCEDURES: . questionnaire at end of day
. written evaluation by school reps of separate programs
. follow up at June Council Meeting.

BUDGET

ANTICIPATED EXPENSES: (Note: Refer to 11040 Guidelines for Allowable Expenses)

ITEM	EXPLANATION	AMOUNT
A. Resource Persons:		
Total Fee/Honoraria	see above	$ 800.00
Travel	@ .25/km (see above)	315.00
Accommodation	0	.00
Meals	guest luncheon for speaker & panel	300.00
Other (Specify)	honoraria and gifts	1450.00
B. Facilities:		
Room rental	Resource Centre/Sir J.A.Macdonald	230.00
Equipment	computers and A.V.	350.00
Refreshments	coffee, juice, muffins, etc.	2577.50
C. Programme Materials:	Interactive Management (Stelco)	360.00
Specify	In school programs	420.00
D. Other:		
Specify	advert, misc, mailing, printing	1340.00
	TOTAL A, B, C, D	$8142.50
E. Delegate Expenses:		
Travel	buses, etc. for trips	1300.00
Accommodation	(not allowable)	
	TOTAL E	9442.50

OSSTF DISTRICT 8

I N - S C H O O L P R O G R A M S

MacNab	-	Variety of Department programs (all day)
Westmount	-	Westmount 1990 (PM)
Hill Park	-	(Speaker) "Making Materials Meaningful" - M. Tudor (PM only)
Sherwood	-	Student Evaluation (PM only)
Westdale	-	Variety of Department Programs and Trips which are attached (all day)
Macdonald	-	Stress, EAP (Alan Scheftel at Resource Management Centre (all day)
Scott Park	-	Variety of Trips & Programs
Parkview	-	Visits to Sir Isaac Brock and General Wolfe (all day)
Briarwood	-	Visit to General Wolfe and Sir Isaac Brock (all day)
Glendale	-	Computer Awareness program (PM only)

OSSTF DISTRICT 8

SCOTT PARK SECONDARY SCHOOL: PLANS FOR PD DAY MAY 1,1987

Scott Park is hereby applying to plan a full day's programme for its 56 teachers during the O.S.S.T.F. P.D. day on May 1, 1987.

Teachers will select one of the following visitations. Further details will be presented to the P.D. Committee during February.

LOCATION	PROGRAMME
1. A.M. Cunningham, Hamilton	- French Immersion
2. Earl Kitchener, Hamilton	- French Immersion
3. School for the Blind, Brantford	- Mainstreaming or Special Schools?
4. Cawthra School for the Arts, Mississauga	- Arts in Action
5. St. Catharines' Collegiate Institute, St. Catharines	- Adult Learning
6. Bathurst Collegiate, Toronto	- Adult Integration
7. H. B. Beal S.S., London	- 2600 students - 4 V. P.s - Television Arts Studio

OSSTF DISTRICT 8

WESTDALE SECONDARY SCHOOL: PLANS FOR PD DAY MAY 1, 1987

The following departments will be spending the whole day at the locations indicated. The number of teachers involved is in brackets.

1. English (10) Etobicoke School for the Arts
2. Guidance (6) Buffalo's: "Open Door to the World of Work"
3. Tech (5) AM - Canadian Standards Association (Toronto)
   PM - Science Centre
4. Family Studies (2) Toronto: Canadian Mothercraft Society
5. Business (7) Toronto: Sliverthorne Collegiate (Micro-computers)
6. Art (3) Toronto: AGO, Ont. Craft Council
7. History (7) Waterloo: Schneider, Mackenzie, Seagram
8. Music (3) New Jersey
9. Library (1) Hamilton Public Library (periodicals); Mills Memorial

The following departments will be spending the morning at Westdale or the Ed Centre and the afternoon at "JAM" attending OSSTF workshops:

1. Science (10) - computer in-service (Glendale)
2. Math (12) - computer in-service
3. Languages (8) - computer in-service
4. Geography (3) - computer in-service
5. Phys. Ed. (6) - computer in-service

HAMILTON TEACHERS' FEDERATION
180 Grant Avenue, Hamilton, Ontario L8N 2Y1 529-1634

1987 04 13

Mr. A. Krever
Director of Education
Hamilton Board of Education
100 Main Street West
Hamilton, Ontario
L8N 3L1

APR 22 1987

Dear Mr. Krever:

I am writing to you on behalf of the Hamilton Teachers' Federation to request a donation of $2800 from the Board. This sum would be used to subsidize our Professional Development Day in November of this year. It would pay for the use of Hamilton Place and partly subsidize the cost of guest speakers.

For your information, I have included a brief outline of our projected costs.

Morning:	Hamilton Place	$1800
	Keynote Speaker	2000
	Coffee	2000
	Programs	150
Afternoon:	Workshop Leaders	$5000
	Hospitality	200
	Coffee	800
Committee Costs:		900
Total:		$12850

Our goal is to provide a day that will:

1. Deal with the issue of Special Education - Integration in a positive light.
2. Enhance group solidarity and boost morale.
3. Stimulate and help teachers to grow professionally and personally.
4. Encourage teachers to increase their awareness of educational philosophies and practices.

'86 2,415
'85 2,300
'84 1,950
'83 2,000

Yours truly,

David Winsor

Dave Winsor
Chairperson
HTF P.D. Committee
Viscount Montgomery School

c.c.: Clare McKague
Lauren Tindall

RESEARCH PROPOSAL 02/20/87

COST OF ADULT CONTINUING EDUCATION (ACE) IN ONTARIO SCHOOL BOARDS

Ontario Association for Continuing Education Task Force on Bill 30

Ontario Association of Educational Administrative Officials

Background

In the past, adult continuing education (ACE) has been provided by many Ontario school boards on an optional basis. Historically, public boards of education have been a major provider of this service since continuing education usually has been viewed as an extension of secondary education, which was the sole responsibility of public boards. The ability of public boards to continue in this role became problematic with the passage of The Education Amendment Act, 1986 (Bill 30) which gave separate school boards the authority of offer secondary education. In particular, the transfer of separate school supporters' property assessment for secondary education from the public to the separate boards, effective January 1, 1987, implied a transfer of responsiblity for the continuing education of separate school supporters, though the Act did not deal with this issue specifically.

On November 26, 1986, the Honourable Sean Conway, Minister of Education, announced a new plan for funding certain types of continuing education. For the completion of the current academic

year, credit and other grantable (but not general interest) courses would be funded by the Ministry at the rate of $1900 (times the school board's weighting factor) per full time adult student. Other grantable courses include those for adult basic literacy, citizenship and language, and English as a second language. All courses receiving provincial funds would continue to be open to all adult students, regardless of which school system they supported.

In his announcement, the Minister noted that the Ontario Association for Continuing Education (OACE) Task Force on Bill 30 had arranged with the Ontario Association of Education Administrative Officials "to examine the cost of offering representative continuing education programs, and its findings will help to determine the grant for each full-time equivalent pupil after 1987." The present proposal has been developed in response to this commitment to ensure that credible and accurate data are collected and analyzed.

Scope of Research

The scope of the research includes eight tasks:

1. to briefly review literature related to the costing of adult continuing education;

2. to determine both the overall costs (including overhead) and marginal (or add-on) costs of adult continuing education services

(including credit, other grantable, and interest courses) undertaken in a representative sample of Ontario school boards;

3. to determine the sources and amounts of revenue collected to fund adult continuing education services in the sample of school boards;

4. to conduct a two case studies in school boards located in central Ontario that describe in detail a) the structure of mature adult continuing education programs, b) their sources of revenue, c) their costs, and d) their relationship to other adult continuing education programs in the communities concerned;

5. to describe prevailing standards for the provision of adult continuing education in school boards in the sample with such services;

6. based on tasks 3, 4, and 5, to estimate the costs for the province as a whole assuming each board offered a standard program; ;

7. to suggest refinements in the current model used for funding adult continuing education in Ontario, noting their impact on such issues as efficiency, effectiveness, equity, and accountability; and

8. to prepare a technical and a non-technical report.

Organization of Project

It is proposed that the research project be the responsibility of the Ontario Association of Educational Administrative Officials (OAEAO), and that a Consultative Group be formed, with membership from OAEAO, for the purpose of advising the Ministry's supervisory officer on the contract. A list of suggested members is attached. Stephen Lawton, an Associate Member of OAEAO and a faculty member of the Department of Educational Administration, The Ontario Institute for Studies in Education, will serve as principal investigator for the research project, with OISE being compensated for his services.

Research Design

Since the objective of the study is to collect and analyze credible, valid data on the costs of adult continuing education, the plan of research reflects a commitment to both extensive and intensive data collection and analysis. Specific aspects of the plan are outlined according to the eight tasks that compose the scope of the project.

1. Literature review. A systematic review of recent (since 1980) literature on the costing of adult education will be undertaken.

It will include computer searches of the ERIC and CIJE data bases, ONTERIS, and Dissertation Abstracts. Manual searches will be conducted of library holdings at OISE and other local institutions, the Canadian Education Index, and other sources. Key individuals knowledgeable in Ontario on the topic will be interviewed in person or by phone. A description of the relevant literature, about 10 pages in length, will be written.

2. Overall and Marginal Costs in a Sample of Boards. A sample of 30 to 35 school boards representing different areas (defined cities, Eastern, Western and Northern Ontario), types (public and separate), and languages (few francophones and many francophones, few non-English or French speaking, many non-English or French speaking), will be selected. Their costs, including fixed and overhead costs, will be determined from questionnaire data in order to estimate the overall cost of adult continuing education. As well, marginal (or add-on) costs for adult continuing education will be determined. Total cost figures facilitate the computation of average total cost figures (i.e., the average cost per full-time equivalent student), while the marginal cost indicates the amount of savings that accrue from enrolment declines. It is notable that day school education is now funded on the basis of average cost, while adult continuing education appears to be funded on the basis of marginal costs.

3. Revenue Sources and Amounts. Complementing the study of expenditures in the previous task will be collection of data on

sources (e.g., local taxes, fees, provincial grants) and amounts of revenue.

4. Description of Standard Programs. By selecting, from among the larger sample school boards with comprehensive programs and analysing their structure and budgets, it will be possible to develop bench marks as to likely costs of standard programs in school boards with currently less developed programs. Information will be collected on existence of adult continuing education programs offered by other agencies in each community. Two sites will be chosen in Central Ontario for case studies. Field work will include site visits, interviews, and collection of documents.

5. Distribution of Standard Programs. Adult continuing education programs vary in extent in different areas of the province. The purpose of this section is to describe these existing patterns.

6. Cost projections. Statistical simulations will be developed for the cost of adult education in the large sample and in the population as a whole that will reflect the cost of adult continuing education as if all school boards were spending at the level suggested by prevailing standards.

7. Funding Refinements. The results of the various analyses will be used to suggest refinements to present adult continuing education funding policies. The cost of these refinements will be estimated, and their advantages and disadvantages given.

8. Technical and Non-technical Reports. The technical report, about 100 pages in length, will provide detailed information about research methodology, results of alternative analyses, tabular data on costs, and the like. The non-technical report, about 30 pages in length, will provide a readable summary of the study, with a few tables and charts to summarize the major findings. In addition, an interim report will be prepared describing progress mid-way through the study. This report will include initial results for the study of costs and revenues.

Disposition of Reports

The research reports will be submitted to both the Ministry of Education and the OACE Task Force on Bill 30 upon the study's completion. It is proposed that the reports become a public document two weeks after their submission.

Time Line

1.	Literature review	February 1987
2.	Survey of expenditures and revenues	March and April, 1987
3.	Case studies and interim report	May 1987
4.	Extrapolation of costs	June 1987
5.	Funding refinements and final reports	July 15, 1987

Budget Rationale

Research Project Budget.

Personnel. The Principal Investigator is expected to devote 10% of his time to the project for a seven month period. His responsibilities will include project management, detailed design of work activities, selection of staff, supervision of the analysis of data, and writing of the interim and final reports. As noted previously, OISE will be reimbursed for his services, set at $4,400.

Research assistance will be required for conducting interviews, data collection and analysis, library research, and coordination of records. A total of ten weeks full-time assistance (or 400 hours) is anticipated at $20 per hour, for a total of $8,000.

Secretarial assistance. Mailing of questionnaires, arranging travel and interviews, setting up files, transcribing notes, and typing interim and final reports is expected to require six weeks of full-time services (240 hours). At an expected rate of $10 per hour for temporary assistance, the total estimate for this item is $2,400.

Non-personnel. Printing and duplicating - Copies of questionnaires, draft reports, final reports, transcripts of

notes, and budget documents will cost approximately $1,250. Costs include 10 copies of the reports, which are expected to total about 130 pages in length.

Long distance telephone - Participants in both the survey (large sample) and case studies (small sample) will be phoned in advance. Total cost is set at $300.

Postage - Questionnaires will be sent by courier to each participating board to minimize turnaround time. Total cost: $300.

Travel - Two trips (to case study boards) will be required. In most cases, two individuals will travel. The average cost of expenses is $200 per person per trip, a total of $800.

Computer Services - Rental of a computer for extensive spreadsheet analysis will be required. It may be necessary to obtain software, as well. Some statistical analysis will be carried out using SPSS-X on the OISE VAX-750, in which case the project will pay the appropriate rate. As well, word processing may be done on a micro-computer. It is estimated rental will cost $200 per month for 4 months; mainframe time will cost $400; and software costs will be about $200. Total: $1,400.

Overhead - An overhead of 10% is included to offset the cost of project management, making travel arrangements, accounting, and the like. It will be shared equally between OAEAO and OISE.

Budget

Personnel		
Principal investigator	$4,400	
Research assistance	8,000	
Secretarial	2,400	
Non-personnel		
Printing and duplicating	1,250	
Long distance	300	
Postage	300	
Travel	800	
Computer services	1,400	
Subtotal	18,850	
Overhead (10%)	1,885	
Consultative Group Expenses	4,200	
Total		$24,935

Consultative Group Membership

Tom Matsushita	Lincoln County Board of Education Superintendent
Paul Blake	Hamilton-Wentworth R.C.S.S.B. Superintendent, Continuing Education
Lorne Rachlis	Ottawa Board of Education Superintendent of Continuing Education
Peter Moffat	Brant County Board of Education Superintendent
C. W. Taylor	Toronto Board of Education Chief Superintendent of Curriculum
Jack Webber	York Region Board of Education Superintendent of Business

OACE

Room 201
330 Gilmour Street
OTTAWA, Ontario
K2P OP9
January 20, 1987

The Honourable Sean Conway
Minister of Education
Mowat Block, 900 Bay St.
Queen's Park
TORONTO, Ontario
M7A 1L2

Dear Mr. Conway: Sean

I am writing to you in my capacity as Chairperson of the Ontario Association for Continuing Education Task Force on the Implications of the Education Amendment Act 1986 on Adult Continuing Education (A.C.E.) The Task Force has asked me to comment on your statement in the Legislature on November 26, and on the new proposals it contained for funding Continuing Education. In addition, I am submitting to you a request for a second grant of twelve thousand dollars ($12,000.) in order to allow the Task Force to complete its work. A copy of the grant application and the Progress Report (see attached) has already been submitted to Duncan Green at the suggestion of Frank Clifford.

The Task Force is pleased that you have taken action designed to remove the barrier of residency, rates of grant and tax support, which prevented equal access to adult education. The new funding formula, which established a floor of one thousand nine hundred dollars ($1,900.) per weighed FTE for grant-eligible Continuing Education programs, but which also guarantees school boards no less than their previous rate of grant to August 31, 1987, will benefit many boards and will avoid large scale disruption of educational services to adults which could have taken place in January. The Task Force is pleased to accept the Minister's invitation to work with members of the Ontario Association of Educational Administration Officials (O.A.E.A.O.) to examine the cost of offering representative A.C.E. programs in order to advise the Minister on the level of grant after 1987.

Continuing Education Grants September 1, 1987 - December 31, 1987:

However, the Task Force wishes to inform you of a serious problem which will exist from August 31, 1987 to December 31, 1987 for school boards with small local assessments. In establishing the figure of one thousand nine hundred dollars ($1,900.), your Ministry officials did not have the benefit of province-wide information on salaries for Continuing Education teachers, class sizes for Continuing Education, or the level of educational services offered to adults by school boards. The Task Force is confident the O.A.E.A.O. study, to be conducted by Professor Lawton, will justify a much higher figure than $1,900.

.../2

Until the figure is adjusted upwards in 1988, it is to be hoped that the larger boards will find ways to carry the programs. In the meantime, from September 1987 to December 31, 1987 northern, rural and Catholic boards, which have a low assessment base and/or much higher costs, will be unable to serve adults for these four months. Programs to be offered in A.C.E. in the autumn must be included in school board budgets which are drawn up in the spring.

After much discussion at its December meeting, the Task Force passed the following motion unanimously:

> That the Minister of Education be requested to extend the two part funding formula for Continuing Education announced in the Legislature November 26, 1986, to cover the period September 1 to December 31, 1987.

The extended grandfathering provisions will ensure that your remarks in the Legislature that "no board will be placed at a disadvantage because of the changes I am announcing", will indeed be accurate.

The statistics gathered by your Ministry office, at the request of the Task Force, reveal a much greater inequality of access offered by school boards than anticipated. The problem is particularly acute in the northern and rural areas. The report "For Adults Only" gave a partial explanation as to why some boards offer no service to adults at all, ".... the withdrawal of non-credit courses (1982) so restricted financing (in the north) that it was impossible for boards to sustain any local presence, even credit courses, in the community.". It is precisely those jurisdictions which offered no adult services, or the fewest opportunities per capita previously, which will lose the higher rate of grant in August 1987.

We have only been able to survey some of these boards informally by telephone to ask them the effect the $1,900. figure will have on their program from August 31 to December 31, 1987. Salaries for Continuing Education teachers appear to be higher in the north, yet even at these rates boards have difficulty persuading daytime teachers to teach at night, or even teachers, not formally qualified, to accept the job. One northern board pays $35.00 an hour, another $25.00 an hour, which contrasts with $20.35 in Hamilton, or $19.50 in London, or $23.63 in Toronto. Classes of Adult Basic Literacy in jurisdictions like Nipigon, Red Lake, are extremely small so that the Board is currently subsidizing students from the tax base. Some areas tell us they will do away with classes requiring any special services (for trainable mentally retarded or handicapped adults) or that they will no longer be able to afford any administrative staff time to organize adult programs if they must operate on $1,900. from September to December.

The Task Force is pleased that Professor Lawton's research will help establish a credible level of funding for the first time in Ontario. However, until you are able to take into account the findings of this research the Task Force respectfully requests you to continue the grandfathering provisions for Continuing Education until the end of 1987 so that no board will be placed at a disadvantage.

.../3

Grant Request for Task Force:

I attach a grant request for $12,000., a Progress Report on the Task Force's work, and an accounting of how the initial $10,000. has been spent.

As indicated in the Progress Report, the September and October meetings of the Task Force were devoted to establishing a common base of knowledge and understanding on issues amongst participants who had never had a previous opportunity to consider the matters jointly. In November we concentrated on the immediate problems to be faced in January 1987. In December we were obliged to reorient our thinking to the new situation created by your November announcement. The amount requested from you is required to allow us to finish the job.

As in the previous months, your grant money will be supplemented by financial support from associations, institutions and school boards.

The previous grant request took over six (6) months to process. It would be difficult for the Task Force to work with this uncertainty. We would therefore appreciate an early answer to our request.

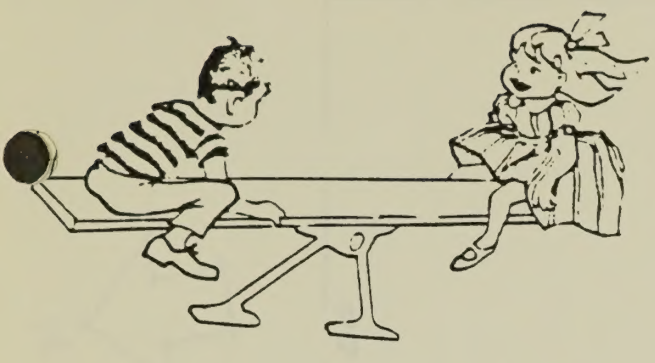
Yours sincerely,

Jane.

C. Jane Dobell
Chairperson
The Task Force on the
Implications of Bill 30 on
Adult Continuing Education

CJD/ms
encs.

c.c. Provincial Trustee Associations.



RECEIVED
AT B. OF E.
APR 1 1987
ANS'D

RED HILL SCHOOL CREATIVE PLAYGROUND COMMITTEE

Executive Committee:
Mrs. Adams
Mrs. Kirkness
Mrs. Mydlo
Mrs. Onufryk

March 30, 1987

Mr. J. Penner, Business
Administrator/Treasurer
Hamilton Board of Education
100 Main Street West
Hamilton, Ontario
L8N 3L1

Dear Mr. Penner:

On March 2, 1987, a group of parents from Red Hill Public School formed the Red Hill Creative Playground Association. The purpose of this Association is to raise funds for the purchase of a creative playground.

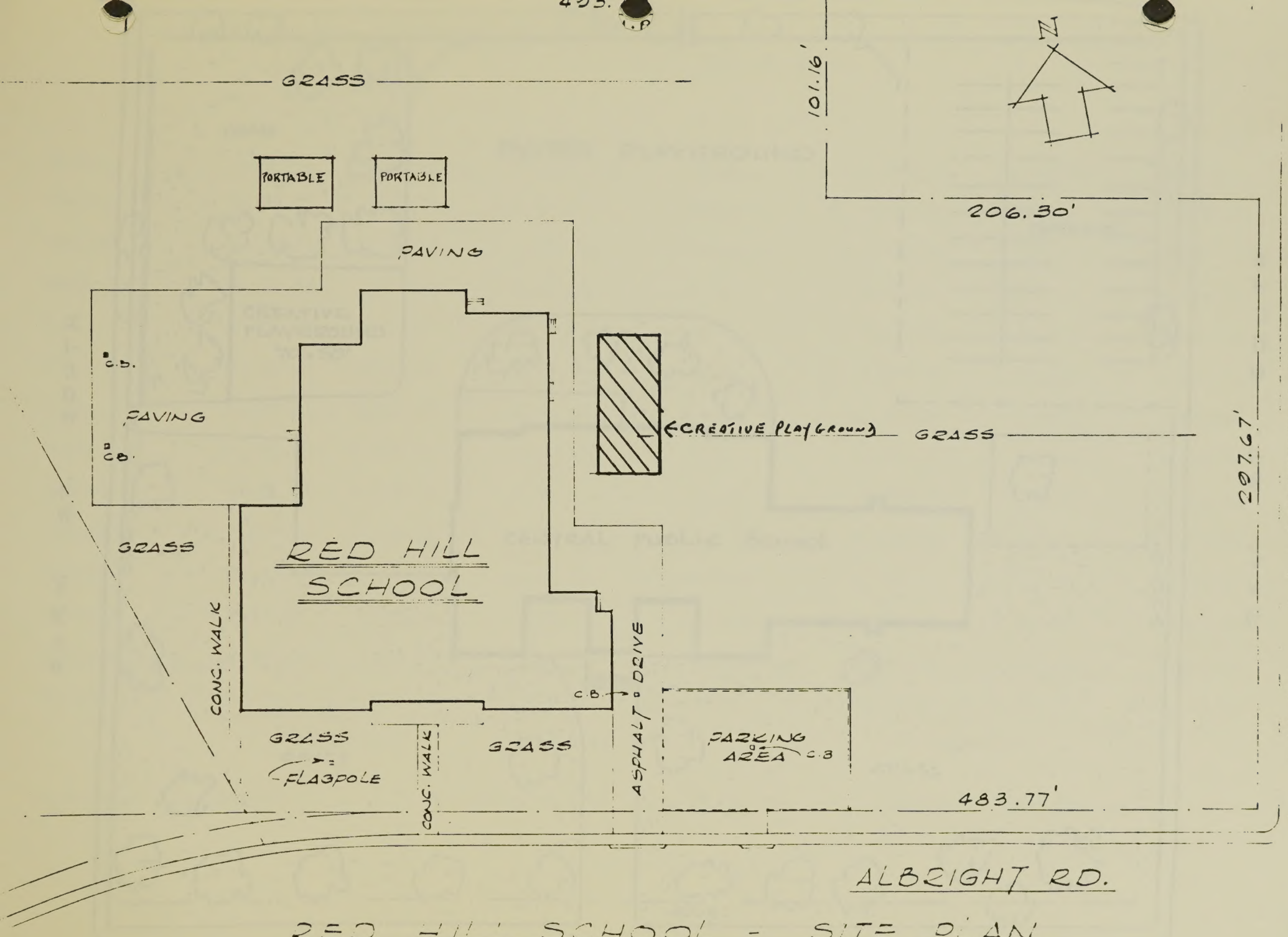
It has been suggested that the playground be situated on the north-east side of the school. Your permission to do so, however, is needed, and hereby requested.

For further information, please contact Mrs. Nina Onufryk at 561-7443, or Mrs. Sharon Adams at 560-7214.

Thank you for your assistance.

Yours truly,
Nina O. Onufryk.
RED HILL CREATIVE
PLAYGROUND ASSOCIATION

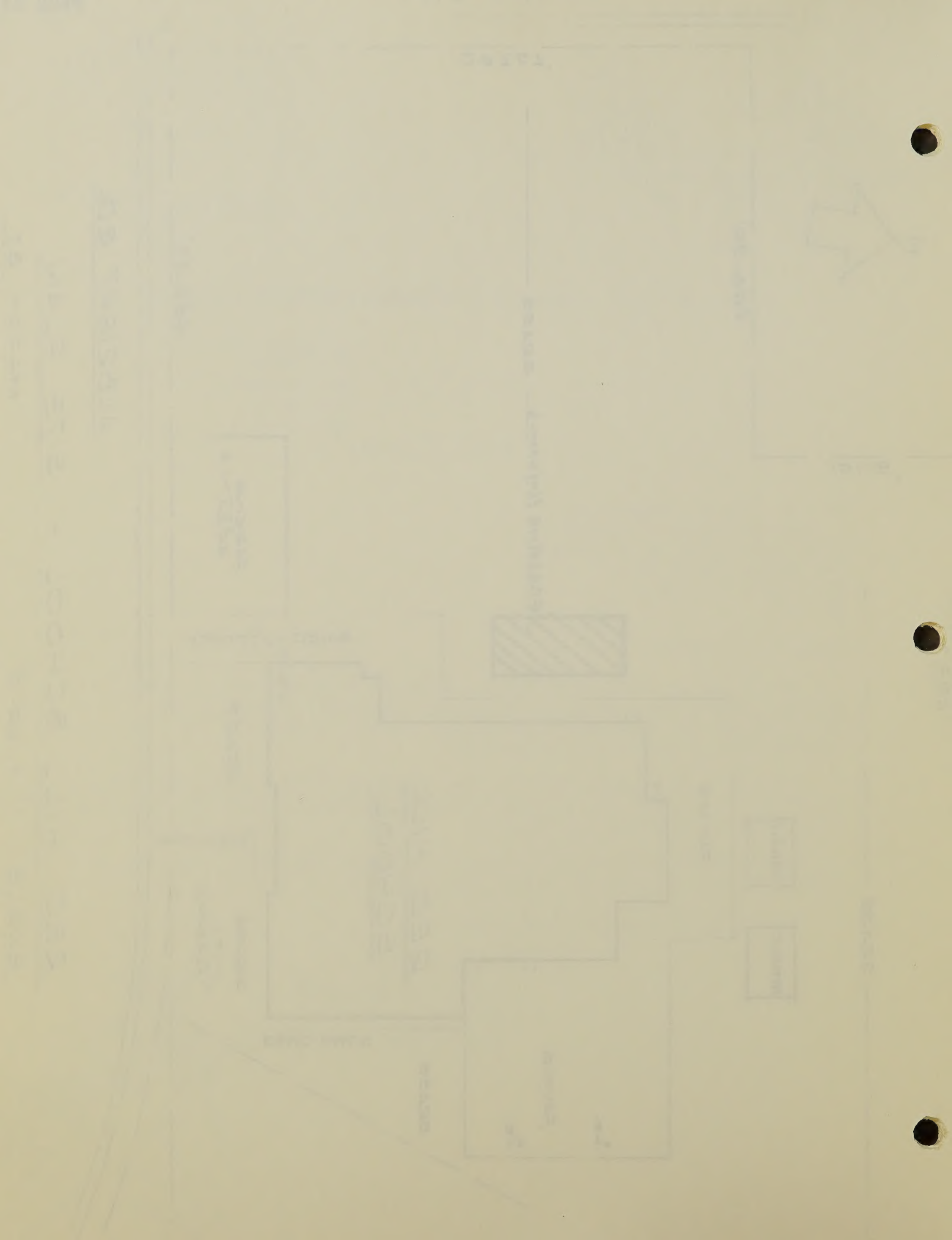


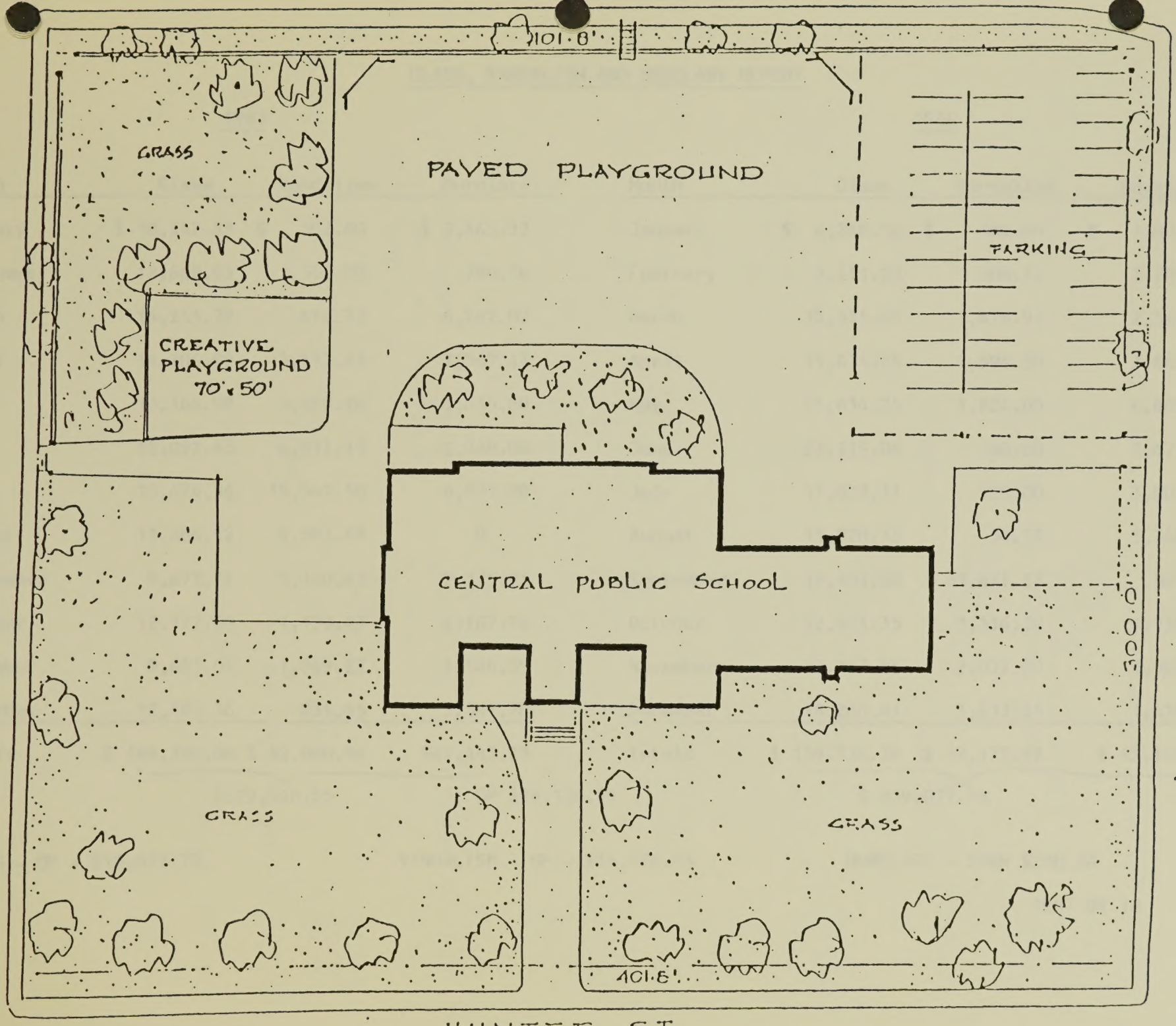


RED HILL SCHOOL - SITE PLAN

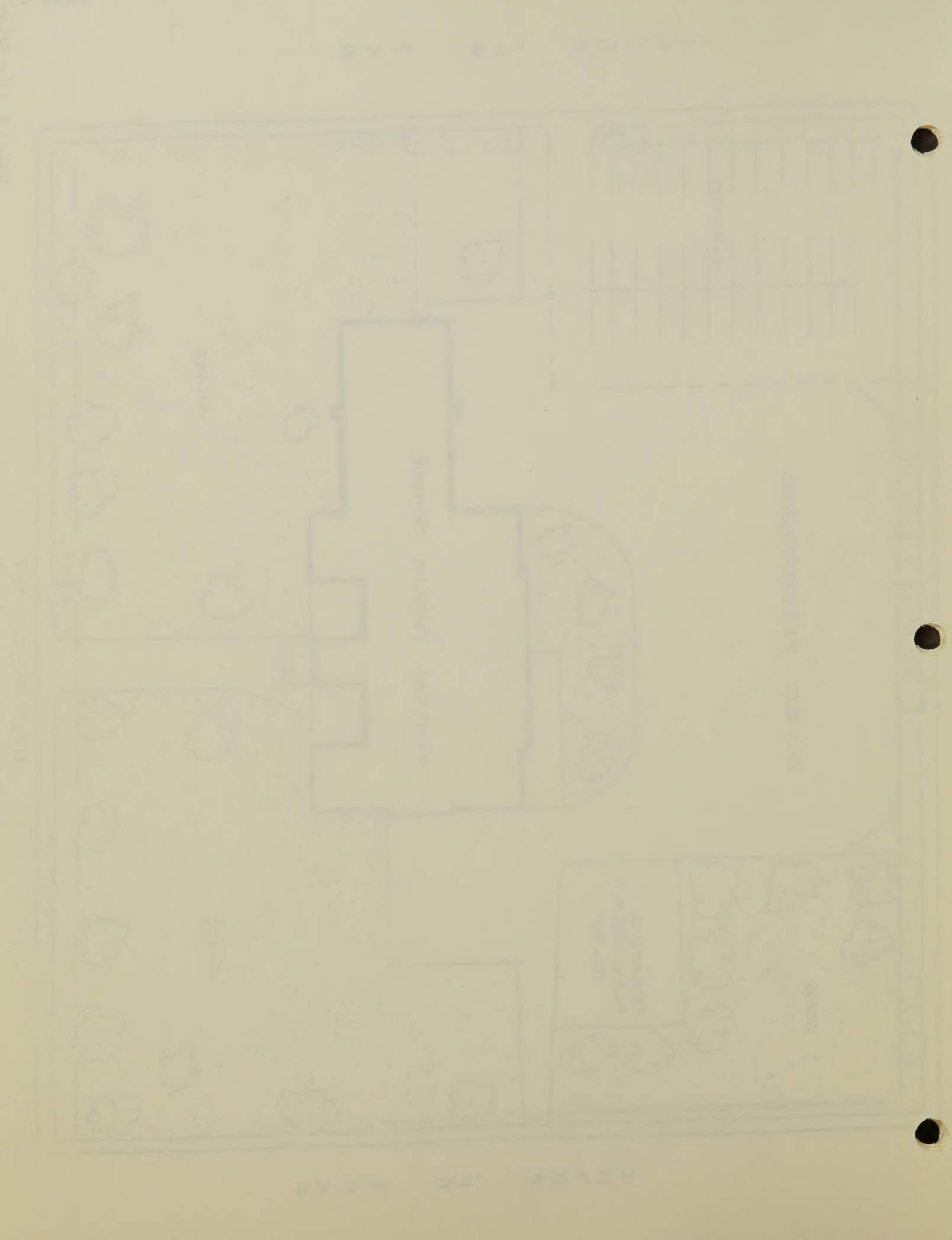
SCALE: 1" = 60'-0"

MARCH 87




101·8'
GRASS
PAVED PLAYGROUND
PARKING
CREATIVE PLAYGROUND 70'x50'
CENTRAL PUBLIC SCHOOL
GRASS
GRASS
101·8'
PARK ST. SOUTH
BAY ST. SOUTH
HUNTER ST.

SCALE : 1' = 50'-0"



GLASS, VANDALISM AND BURGLARY REPORT

1985

Month	Glass	Vandalism	Burglary
January	$ 10,342.47	$ 392.80	$ 3,465.32
February	12,668.83	555.00	780.56
March	14,253.79	612.75	6,242.02
April	14,106.82	3,113.95	7,547.11
May	13,184.98	3,113.20	3,035.00
June	12,092.65	4,811.15	2,748.00
July	10,674.36	19,547.50	4,971.00
August	13,686.12	4,583.69	0
September	9,677.71	2,110.67	2,375.95
October	12,177.92	1,179.43	6,167.98
November	9,653.05	1,949.27	1,548.59
December	12,185.36	831.55	3,561.70
Totals	$ 144,704.06	$ 42,800.96	$42,443.23

$229,948.25

1986

Month	Glass	Vandalism	Burglary
January	$ 6,248.56	$ 584.00	$ 1,035.72
February	9,231.29	308.12	1,707.32
March	14,535.69	7,478.91	2,514.00
April	11,634.26	1,594.50	3,449.83
May	11,634.25	1,824.00	6,883.57
June	21,319.06	540.00	3,477.66
July	11,823.11	120.00	3,808.94
August	11,020.35	34.78	3,748.32
September	19,401.20	37,471.53	591.73
October	12,441.35	3,516.30	9,958.07
November	12,187.25	2,072.00	3,568.95
December	18,260.41	1,633.35	1,418.86
Totals	$ 159,736.78	$ 57,177.49	$ 42,162.97

$ 259,077.24

UP $29,128.99

GLASS - UP - $15,032.72

VANDALISM - UP - $14,376.53

BURGLARY - DOWN $280.26

1987 04 10

1985

INCLUDED IN BURGLARY AND VANDALISM COSTS

JANUARY

Burglary

Adelaide Hoodless - stereo	550.00
Albion - VCR	800.00MD
Hill Park - VCR	800.00

FEBRUARY

Burglary

Viscount Montgomery - 4 microscopes	400.00MD

MARCH

Burglary

C. B. Stirling - AV equipment	1,379.91
Hill Park - AV equipment	1,845.00MD
Westmount - typewriter	1,000.00
Westmount - microcomputer	1,268.75

APRIL

Burglary

Memorial - A.V. equipment	745.00MD
Linden Park - VCR	578.00MD
Scott Park - saxaphone	1,350.00MD
Parkview - tools	938.00MD
Hill Park - 3 calculators	375.00
Hill Park - hoist	600.00
Bennetto - VCR	550.00

Vandalism

Franklin Rd - 15 windows	784.16
Highview - spray paint on building	280.00

MAY

Burglary

Ainslie Wood - VCR	600.00
Media Services - camera	300.00MD

Vandalism

Scott Park - pianos damaged	535.00

1986

INCLUDED IN BURGLARY AND VANDALISM COSTS

JANUARY

Burglary

Parkview - wrench set	402.37MD
Dalewood - trumpet	300.00

FEBRUARY

Burglary

Robert Land - two computers A.V. equipment	1,472.32

MARCH

Burglary

Queen Mary - computer	688.00
Westmount - camera	453.90MD
Sanford Ave. - microscope	400.00

Vandalism

Sanford - graffitti	680.00
Delta - glass damage	428.00
Briarwood - fire - family studies	3,398.77

APRIL

Burglary

Scott Park - flute	625.00
S.A.M. - VCR & disk drive	797.30
Sanford Ave. - 2 microscopes	800.00
S.A.M. - VCR	529.95

Vandalism

Sanford Ave. - glass damage	995.07
Robert Land - fence damage	1,087.50

MAY

Burglary

Tweedsmuir - flute	241.00MD
Churchill - flute	675.00MD
Delta - two electronic balances	3,543.00MD
Albion - six small engines	1,712.96MD

Vandalism

Mountview - portable damaged	592.00

1985

JUNE

Burglary

Red Hill - 2 cassette recorders	450.00MD
Glen Brae - 1 recorder and 1 playback recorder	450.00MD
Hill Park - VCR	600.00

Vandalism

Richard Beasley - kdgn. fire	4,570.20

JULY

Burglary

Delta - computer	4,271.00MD
Media Services - VCR	600.00MD

Vandalism

Glen Echo - fire	19,102.50

AUGUST

Vandalism

Sanford Ave. - fire	3,908.69

SEPTEMBER

Burglary

Red Hill - slide projector	414.95MD
Westmount - clarinet	250.00MD
Westmount - keys lost	700.00
Red Hill - A.V. equipment and VCR	904.57
Strathcona - VCR	600.00MD

OCTOBER

Burglary

Parkview - tools	1,689.78MD
Westmount -Apple printer	820.16MD
Vanier - tools	2,770.98MD

NOVEMBER

Burglary

Media Services -video camera	1,154.00MD

DECEMBER

Burglary

Churchill - cornet	800.00MD
Glendale - 2 VCR's	1,200.00MD

1986

JUNE

Burglary

Delta - electronic balance	1,871.00MD
Queen Victoria - filmstrips	521.52

JULY

Burglary

Vincent Massey - snowblower	1,118.69MD
Westmount - 7 sewing machines	2,210.00

AUGUST

Burglary

Queen Mary - A.V. equipment	3,148.99

SEPTEMBER

Vandalism

Cardinal Hts. - fire in library	36,057.02

OCTOBER

Burglary

Ed. Centre - camera equip.	8,310.00MD
Parkview - 3 hand grinders	345.48MD
electric saw	355.53MD
Sir. J. A MacDonald - cassette deck	395.00

NOVEMBER

Burglary

Parkview - tools	1,971.59
Scott Park - disk drive	267.50
Westmount - keys stolen from Rec. Centre (Rec.Dept. paying for replacement.)	407.78

DECEMBER

Burglary

Ryerson - Baritone horn	1,364.25

Board of Education
Hamilton, Ontario
1987 04 30

To the Chairman and Members,
Business Management Committee
Board of Education
Hamilton, Ontario

Ladies and Gentlemen:

REVIEW OF UPPER OTTAWA STREET LANDFILL SITE STUDY

SUMMARY

Past

There is substantial evidence of increased illness among workers and residents during the period when the site was active. A direct link could not be made, but this trend appears to be related to the degree of chemical exposure which was experienced at that time.

Present

While contact with the water or sediment of the Red Hill Creek and leachate from the landfill should be avoided due to their chemical content, analyses have demonstrated that the concentration of chemicals in the air near the site is not measurably higher than background levels in other areas of the mountain. The study indicates that living near the site since it was closed and covered has not presented a health hazard, and does not present a health hazard at present.

Future

Since it was impossible to determine what chemicals were dumped at the site, there is the possibility of stored chemicals which were not detected during the study escaping and presenting a hazard in the future. It is this possibility at which a number of recommendations regarding regular monitoring of the chemical content of leachate, ground water and the water and sediment of the Red Hill Creek, as well as the monitoring, collection and flaring of landfill gas, are aimed.

Major Recommendations of the Landfill Study Committee

1. Excavation of the site should not be undertaken.
   Chemical analyses have not demonstrated that toxic chemicals in hazardous concentrations are migrating from the landfill. It is felt that excavation of the site would cause more harm than good, due to the chemical exposure of workers and residents during the

five to seven-year period which would be necessary for excavation. Other factors which were considered include the lack of a more secure destination within a reasonable distance, and the cost which is estimated at well over $50,000,000.

2. An intact cover of the site must be maintained.
   This should include continued seeding efforts until vegetation covers the remaining exposed surfaces of the landfill cover, as well as repair of erosion gullies and collection of leachate seeps.

3. Access to the landfill site and Red Hill Creek should be restricted by additional fencing.
   The unfenced north side of the site, where leachate springs are entering the Red Hill Creek, is the only remaining area where there is easy entry by the public.

4. The chemical content of leachate ground water and the sediment and water of the Red Hill Creek should be monitored on a regular ongoing basis.
   This is important for early detection of any changes in the types or quantities of toxic chemicals escaping from the landfill.

5. A landfill gas collection and flaring system should be installed.
   The collection and destruction of the landfill gases are important for protection if the situation changes in the future, as well as for elimination of the present odour problems.

6. The chemical content of the air should be monitored on a regular ongoing basis until the gas collection and flaring system is in place.

7. A registry of landfill workers and area residents identified for the health survey should be set up to follow the incidence of cancer in these populations.
   The purpose of the registry would be to determine whether or not workers and residents were exposed to significant levels of cancer-causing chemicals. There is no evidence to indicate at present that this risk exists, and the establishment of this registry would be subject to the resident's wishes.

RECOMMENDATION

That this report be received for information.

Respectfully submitted,

John Penner
Business Administrator/Treasurer

Board of Education,
Hamilton, Ontario,
1987 04 30.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.
Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the resignation of Halina H. Hebda, Clerical Staff, for the purpose of retirement, be accepted with regret effective 1987 05 15, and that the Board's retirement gratuity be paid.

(b) That Cynthia Rosbrook be appointed to the probationary Secondary School Secretarial and Clerical Staff, effective 1987 04 13, Level 1, with salary according to the Collective Agreement.

(c) That Anne Pittis be appointed to the Probationary Educational Assistant Staff, effective 1987 05 04, with salary according to the salary schedule.

(d) That the resignation of Deborah A. Toth, Educational Assistant, be accepted, effective 1987 05 05.

(e) That the resignation of Joyce D. Mills, Educational Assistant, be accepted, effective 1987 04 13.

(f) That Debbie Despres, Secondary School Secretarial and Clerical Staff, be granted a Maternal Leave of Absence, to commence 1987 06 03, in accordance with the Employment Standards Act.

(g) That the 1987 Summer Skill Program fees be $40 (previously $30) per student from the Hamilton Public Schools, and $45 (previously $35) per student from other boards.

Respectfully submitted,

A. J. Krever,
Director of Education
and Secretary.

AGENDA

BUSINESS MANAGEMENT COMMITTEE

CA4 ON HBL W26
A31
1987

1987 06 04

Confirmation of the minutes of the last meeting.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Ontario Public School Teachers' Federation - Presentation re Ministry Grant Ceilings - Report from Officials - attached **Pages 1 & 2**
2. Lot 4, Concession 1 - Referred back at Board 1987 03 12 - attached **Pages 3 & 4**
3. Report from Officials re O.S.:I.S. and Textbooks - Postponed at April B.M.C. 1987 04 02 - attached **Pages 5 to 8**

NEW BUSINESS:

1. Recommendations of the Director of Education - attached **Page 9**
2. Investment of Short Term Funds.
3. Cash Flow.
4. Driver Education Quotation - attached **Page 10**
5. Pupil Accident Insurance Quotations - attached **Pages 11 to 19**
6. Non-Resident School Fees - attached **Pages 20 to 23**
7. Sherwood Heights Creative Playground - attached **Page 24**
8. Agnes Macphail Renovations - Appointment of Architect.
9. Report of the Education Management Committee.

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education - attached **Page 25**
2. Report of the Education Management Committee.

URBAN MUNICIPAL
MAY 29 1987
GOVERNMENT DOCUMENTS

1987 05 27

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Hamilton Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

RE: "Blueprint for Justice"
Ontario Public School Teachers' Federation

Elementary and secondary school ceilings are unrealistic with respect to expenditures per pupil. In 1986, the Hamilton Board of Education was $860 over the elementary grant ceiling and $1,000 over the secondary grant ceiling. Pupil/teacher ratios, teacher experience and qualifications and program changes have all contributed to over ceiling expenditures, particularly in the elementary panel. In this regard, the gap between the elementary and secondary grant ceilings should be substantially reduced.

The level of provincial support for education reached a peak in 1975 of 61.32% (Hamilton - 48.2%) and then slipped to 45.50% (Hamilton - 30.4%) in 1986.

In October 1986, the Board endorsed the recommendations from A.L.S.B.O. with respect to the Macdonald Commission which included improvements to the grant ceilings and a return to 60% level of provincial support.

Recommendations:

1. Motion: "That the Hamilton Board of Education petition the Minister of Education to eliminate or reduce the disparity between elementary school ceilings and the secondary school ceilings without reducing the level of secondary funding."

2. Motion: "That the Hamilton Board of Education communicate our position on the underfunding of elementary education to other boards of education across the province and encourage those boards to join with us in petitioning the Minister of Education to increase the government's financial commitment to elementary funding."

Respectfully submitted,

John Penner,
Business Administrator/Treasurer.

/gm

ORTH YORK
OARD OF
DUCATION

5050 Yonge Street
North York, Ontario
M2N 5N8

(416) 225-4661

12 May 1987

Mr. A.J. Krever
Director of Education
Board of Education
for the City of Hamilton
Box 558
Hamilton, Ontario
L8N 3L1

MAY 0 - 1987

Dear Mr. Krever:

The North York Board of Education at its meeting on 29 April 1987, received from the President of the Ontario Public School Teachers' Federation, North York District, a presentation entitled "A Blueprint for Justice Update", addressing the issue of the underfunding of elementary education.

The Board was advised that OPSTF, in conjunction with local districts, has been making presentations to MPP's and other elected officials across the Province. Many boards of education across Ontario and provincial organizations such as ALSBO, NOSTA and OTF have adopted statements of support on the issue of underfunding.

I wish to advise that the Board of Education formally resolved to petition the Minister of Education to eliminate or reduce the disparity between elementary school ceilings and the secondary school ceilings without reducing the level of secondary funding by allocating more of the total funds available to the Province to education.

The Board also resolved to communicate its position on the underfunding of elementary education to the Metropolitan Toronto School Board and to other boards of education across the Province and encourage those boards to join in petitioning the Minister of Education to increase the Government's financial commitment to elementary funding by allocating more of the total funds available to the Province to education.

Yours very truly,

K. Kinzinger
Director of Education

/jw

TRUSTEES
John Filion
Chairman
Ralph Belfry
Vice-chairman
Elsa Chandler
Kenneth E. Crowley
Gerri Gershon
Rene Gordon
Peg Grant
Dan Hicks
Sheila Lambrinos
Zale L. Newman
Elizabeth Smith
Shelley Stillman
[illegible] Waese
[illegible]l Young
Karl Kinzinger
Director of Education and Secretary-Treasurer

Board of Education,
Hamilton, Ontario,
1987 05 28.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

RE: Lot 4, Concession 1

We have reviewed the parcel of land in Lot 4, Concession 1 (Glanford). This property is on the south side of Rymal Road West about one half mile west of Upper James Street. The site is located immediately east of St. Elizabeth's Village. At present, the children in this area are being bused to Ridgemount School, but if substantial growth takes place, Ryckman's Corners school could be re-opened. The Board has a third site west of St. Elizabeth's Village. In addition, there are four school sites immediately to the north of Rymal Road.

We believe the subject site recommended for sale will not be required for school purposes in the forseeable future. Any school pupils coming from the present developed area and the additional development can be adequately served by the re-opening of Ryckman's Corners School and/or the building of a school on the site to the West.

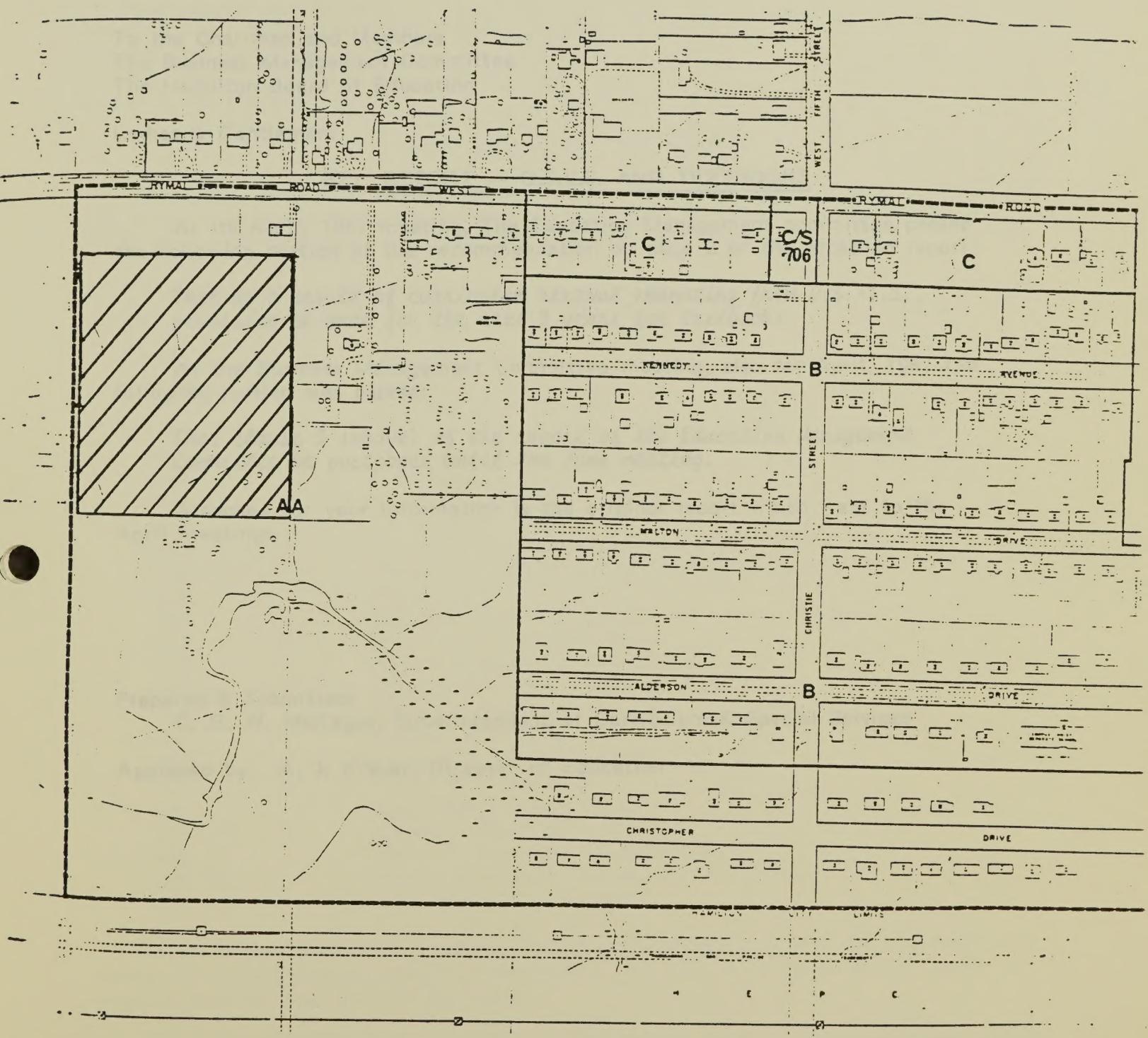
We are advised that land prices may have reached a maximum value by this time and it would be speculative to wait for an improvement in price. In any event, a sale price can only be established if bids are requested and the Board has the option to accept or reject any bid.

We, therefore, recommend that the Board sell the 10 acre parcel of land in Lot 4, Concession 1 (Glanford) in accordance with Ministry regulations and that the funds realized for this sale be placed in capital reserves for the renovation of schools as approved by the Board.

Respectfully submitted,

mb

John Penner,
Business Administrator/Treasurer.



Kennedy East Neighbourhood

1987 05 28

To the Chairman and Members
The Business Management Committee
The Hamilton Board of Education

Ladies & Gentlemen:

RE: REPORT -- O.S.:I.S. AND TEXTBOOKS

At its April, 1987 meeting, The Education Management committee passed the following portion of the recommendation on page 2 of the attached report:

That as a result of curriculum renewal emanating from O.S.:I.S., provision be made for the next 3 years for textbooks.

At the Business Management Committee meeting, also for April, 1987 the following motion was passed:

That clause 3 (above) of the report of the Education Management Committee be postponed until the June meeting.

Attached for your information is the original report which went to the April meetings.

Prepared & Submitted:
C. G. W. McKague, Superintendent of Curriculum & Special Services

Approved by: A. J. Krever, Director of Education

1987 04 02

To the Chairman & Members
The Education Management Committee
Hamilton Board of Education

Ladies & Gentlemen:

RE: O.S.I.S. and TEXTBOOKS

The policy document of the Ministry of Education: Ontario Schools: Intermediate and Senior was delivered to the schools on September of 1983. It outlined the organizational and curricular renewal of intermediate and senior division education in Ontario.

This document heralded the renewal of all extant curriculum guidelines over a six year period. The schedule for the release of such new guidelines is as follows:

1983	Computer Studies
1984	Guidance
1984	English/Anglais OAC's
1985-87	Technological Studies (Parts A, B and C)
1985	Personal Life Mangaement
1986	Mathematics (7-12 OAC)
1986	Visual Arts
1986	Dramatic Arts OAC
1986	French (Core, Extended, Immersion, OAC)
1986-87	History & Contemporary Studies (Parts A & B)
1986	Latin OAC
1987	Business Studies - Policy
1987	Economics (1, 12, OAC)
1987	Family Studies (7-12/OAC)
1987-88	Science 7-12 (15 sections)
1987	Classical Civilization
1987	Fashion Arts (11, 12)
1987	Food & Nutrition Sciences (11, 12)
1987	Music (7 - 12/OAC)
1987	Computer Studies (OAC)
1987-88	English/Anglais (7 - 12)
1987-88	Modern Languages (9-12/OAC)
1987-88	Health & Physical Education (7-12/OAC)
1987-88	Geography (7 - 12/OAC)

When a new guidelines is issued, the Ministry allows one year, as a general rule, before its implementation becomes mandatory. As well, a phase-in period, grade by grade is possible and, indeed, desirable.

We either have the new guidelines at the present time or have preliminary drafts of them. As a result, we are able to predict, with some degree of accuracy, our textbook needs over the next few years based on the degree of difference in courses between old and new guidelines.

The attached chart, revised from the one presented to trustees during budget review is our estimate of textbook budget requirements to the year 1990 based on curriculum renewal as evidenced in the new guidelines. It is expected, after 1990, that the textbook budget will resume a pattern similar to that of the past few years. This proposed 3-year plan does not take into account the proposed change in Regulations 262, Section 7 (4):

> (4) *A board shall provide without charge for the use of each pupil enrolled in a day school or in a continuing education course for which credit is given, operated by the board, such of the textbooks selected under subsections (1) and (2) as relate to the courses in which the pupil is enrolled.*

RECOMMENDATION:

THAT AS A RESULT OF THE CURRICULUM RENEWAL EMANATING FROM O.S.:I.S., BUDGET PROVISION BE MADE FOR THE NEXT 3 YEARS FOR TEXTBOOKS AS FOLLOWS:

1988 - $2,213,307
1989 - $2,367,207
1990 - $2,200,457

(EXCLUDING COSTS OF GRADE 13/OAC TEXTS)

Prepared & Submitted by: C. G. W. McKague, Superintendent of Curriculum & Special Services

Approved by: A. J. Krever, Director of Education

/mg

TEXTBOOKS

A. PRE-OSIS BUDGETS:

	YEAR	BUDGET	ACTUAL
	1982	$ 1,020,500	$ 949,657
	1983	562,600	597,008
	1984	1,232,197	1,197,494
	1985	1,043,703	1,024,277
	1986	1,021,281	1,113,957
	1987	1,074,757	
Proposed:	1988	• 2,213,307	
	1989	• 2,367,207	
	1990	• 2,200,457	

• No inflation factor built in

B. ADDITIONAL

NEEDS FOR GRADES 7 & 8: (As a result of OSIS)

YEAR	Business	Computer	Coop.	English	Fam.St.	Guidance	Language	Immer.	History	Math	Music	P.E.&H.	Science	Tech.	Vis.Arts	Geog.	TOTAL
1987	Nil	Nil	Nil	64,500	12,900	Nil	Nil	6,900	9,900	No	2,400		6,000	1,950	4,500	nil	109,050
1988 •	Nil	Nil	Nil	91,500	9,300	Nil	50,000	10,300	13,300	New	25,800		10,000	4,000	3,500	20,000	237,700
1989 •	Nil	Nil	Nil	96,500	13,300	Nil	65,000	16,300	20,800	Expen-ditures	25,800	29,000	28,400	4,000	3,000	35,000	337,100
1990 •	Nil	Nil	Nil	101,500	13,300	Nil	30,000	18,300	55,800		25,800	29,000	28,400		3,000	40,000	345,100

+ Primary - 1988 = $76,000
(Not a result of OSIS)

C. ADDITIONAL

NEEDS FOR SECONDARY COMPOSITE, VOCATIONAL & VANIER: (As a result of OSIS)

YEAR	Business	Computer	Coop	English	Fam.St.	Guidance	Language	Immer.	History	Math	Music	P.E.&H.	Science	Tech.	Vis.Arts	Geog.	TOTAL
1987	15,000	Nil	Nil	105,000	4,500	Nil	18,600	13,500		59,500	4,800		18,000	24,900	19,500	nil	283,200
1988 •	45,000	Nil	Nil	225,000	21,500	Nil	101,200	13,500	80,000	109,250	16,600	37,000	66,000	33,300	16,500	60,000	824,850
1989 •	230,000	Nil	Nil	245,000	21,500	Nil	51,200	16,500	50,000	96,750	16,600	37,000	106,000	33,300	11,500	40,000	955,350
1990 •	58,000	Nil	Nil	255,000	16,500	Nil	72,200	16,500	30,000		26,600	37,000	206,000	33,300	9,500	20,000	780,600

PLEASE NOTE: Primary Education - upgrading of Teaching material for J.K., S.K., Gr. 1 and Gr. 2 - Sr. Reading Program Upgrade = $76,000

• Since budget reductions were made for 1987, the 1987 figures have been prorated on a two or three year basis depending on needs identified.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Board of Education,
Hamilton, Ontario.
1987 05 28.

Ladies and Gentlemen:

GENERAL

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the resignation of Emilia Filice, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1987 06 30, and that the Board's retirement gratuity be paid.

(b) That the resignation of Eileen B. Tipney, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1987 06 30, and that the Board's retirement gratuity be paid.

(c) That the resignation of Frank J. Hewett, Administrative Staff, for the purpose of retirement, be accepted with regret effective 1987 06 30, and that the Board's retirement gratuity be paid.

(d) That the resignation of Viola Herrington, Cooking Staff, for the purpose of retirement, be accepted with regret effective 1987 06 26, and that the Board's retirement gratuity be paid.

(e) That the resignation of Margaret A. Piersanti, Clerical Staff, be accepted effective 1987 05 01.

(f) That the resignation of Edward John Wilson, Caretaking and Maintenance Staff, be accepted effective 1987 07 06.

(g) That Ken Honybun be appointed to the position of Staff Assistant - Engineering (Mechanical), (Administrative Category 6 - maximum $43,616 per annum), for a one year probationary period, effective 1987 07 06, with salary according to the salary schedule.

(h) That Joanne McInnis be appointed to the probationary Clerical Staff, (Category B2, maximum $355.00 per week), effective 1987 05 19, with salary according to the salary schedule.

(i) That a cheque be issued in the amount of $700 to the Hamilton and District Home Builders' Association for awards to students of the Board of Education for the City of Hamilton; and

That a cheque be issued in the amount of $700 to the Board of Education for the City of Hamilton for awards to students in subject areas related to construction in accordance with Board approval.

(j) That the tuition fees for students in the string program be increased from $70.00 to $75.00, effective 1987 09 01, and that the fees be paid in full prior to the first lesson.

Respectfully submitted,

A. J. Krever,
Director of Education
and Secretary.

1987 05 28

1987 - 1988 DRIVER EDUCATION QUOTATIONS

SENT INVITATIONS TO QUOTE TO:

1. Atlas Driving School - did not quote
2. Vera's Driving School - received quote
3. Universal Driving School - did not quote
4. O.K. Driving School - returned undelivered by Post Office

RESPONSE TO AD IN PAPER:

1. Brant Driving School - did not quote

NAME OF COMPANY	VERA'S DRIVING SCHOOL
IN BUSINESS FOR	7 years
TOTAL COST PER STUDENT 30 hrs. in classroom (5 optional) 20 hrs. in car (increased from 16 hrs.)* 10 hrs. behind wheel (increased from 8 hrs.)*	$ 175.00
IN CAR INSTRUCTION ONLY 20 hrs. in car (increased from 16 hrs.)* 10 hrs. behind wheel (increased from 8 hrs.)*	$ 150.00
TYPES OF CARS SUPPLIED 4 door sedan, automatic transmission, dual control braking system	General Motors and Chrysler 1986 - 1987 models
INSURANCE LIMITS	$1,000,000
NAME OF INSURANCE COMPANY	Chateau Insurance Company
NAME OF INSURANCE AGENT	W. P. Mitchell Insurance Brokers

HISTORY OF DRIVER ED

1983 - 1984 - Vera's Driving School-In-car only.
1984 - 1985 - Vera's Driving School
1985 - 1986 - Vera's Driving School
1986 - 1987 - Vera's Driving School

YEAR	COST OF FULL COURSE	COST OF IN-CAR INSTRUCTION
1983-84	$ 99.00	$68.00
1984-85	$105.00	$95.00
1985-86	$110.00	$96.00
1986-87	$120.00	$99.00

*Effective September 1987 - Increase in instruction time required by the Ministry

1987 05 28.

TO THE CHAIRMAN AND MEMBERS
BUSINESS MANAGEMENT COMMITTEE
HAMILTON BOARD OF EDUCATION.

LADIES & GENTLEMEN:

Quotations for Pupil Accident Insurance were sent to five companies by our consultants K. G. Brown Associates Inc. Of the five, only the current carrier, Reliable Life Insurance Company provided a quotation.

The carrier has agreed to offer the current rate basis, which was offered in its 1985 proposal and will remain in effect for the school years 1987 to 1989.

We have attached Reliable Life's Student Accident Plan for 1987-1989 for your information.

Our recommendation is that the Board adopt the Pupil Accident Insurance policy as submitted by Reliable Life Insurance Company for a two year term 1987-1989, Plan A with the option of $300 or $500 extended dental plan and $1,000, $3,000 or $5,000 Death Benefit from any cause.

Respectfully submitted,

John Penner,
Business Administrator/Treasurer.

sf

1987 - 1989

STUDENT ACCIDENT COVERAGE

This comparison summarizes the differences in benefits and premiums offered by Reliable Life for the current Plan and its proposal.

Comments regarding coverage relate principally to students--certain restrictions are applicable to teachers.

The comparison includes:

MISCELLANEOUS BENEFITS
DENTAL EXPENSE BENEFIT
DEATH & DISMEMBERMENT BENEFITS
EXCLUSIONS
TYPE OF COVERAGE
PREMIUMS

June 1987

MISCELLANEOUS BENEFITS

BENEFIT	RELIABLE LIFE (CURRENT)	RELIABLE LIFE (PROPOSED)
Claims Office	Hamilton.	Same as current.
Blanket Supplementary Medical	Unlimited for 3 years, includes purchase of hearing aids.	Same as current.
Prosthetic Appliances	Up to $3,000, maximum 3 years.	Same as current.
Hospital Coverage	Up to 52 weeks, maximum $2,000, includes up to $10/day for rental of radio or television.	Same as current.
Out-of-Province Surgical-Medical	Up to $10,000.	Same as current.
Emergency Transportation	Up to $50.	Same as current.
Rehabilitation Benefit	Up to $5,000, maximum 3 years.	Same as current.
Tutorial Services	After 30 days of confinement, $15/hour, maximum of $2,000, 6 month limitation.	Same as current.
Special Treatment Travel Expense	$40/day, maximum $1,000, limitation of 3 years.	Same as current.

BENEFIT	RELIABLE LIFE (CURRENT)	RELIABLE LIFE (PROPOSED)
Dread Disease	Up to $3,000, limitation of 3 years.	Same as current.
Confinement Income	$100/month after 31 days of confinement, limitation of 20 months.	Same as current.
Permanent Total Disability	$50,000 if totally and permanently disabled after 12 months, less any amount paid under the policy.	Same as current.
Eye Glasses and Contact Lenses	Up to $100 for repair or replacement, only when injury requires and receives treatment.	Same as current.
Fracture or Dislocation	From $10 to $300 according to schedule.	Same as current.

DENTAL EXPENSES BENEFIT

BENEFIT	RELIABLE LIFE (CURRENT)	RELIABLE LIFE (PROPOSED
Period of Unlimited Treatment	Up to 4 years as per ODA Schedule.	Same as current.
Dentures or Removable Teeth	If dentures or removable teeth broken and injury requires treatment, up to $200 for repair or replacement (no teacher coverage).	Same as current.
Basic Plan Benefits After Unlimited Period	Provides additional $300 per tooth. Board (or parent) has option to increase to $500 per tooth.	Same as current.
College University Students	May be enrolled with other family members at $16 per student.	Same as current.

DEATH & DISMEMBERMENT BENEFITS

BENEFIT	RELIABLE LIFE (CURRENT)	RELIABLE LIFE (PROPOSED)
Death Benefit (Not available to teachers)	$1,000 death benefit payable from any cause. Parent has option to increase to $3,000 or $5,000 for death from any cause.	Same as current.
Double Indemnity	Death benefit doubled if killed riding in, boarding or alighting from public transportation, including school buses.	Same as current.
Dismemberment and Paralysis	Graded to $25,000 according to schedule. Includes loss of hearing or speech.	Same as current.

EXCLUSIONS

RELIABLE LIFE (CURRENT)	RELIABLE LIFE (PROPOSED)
- Expense of dental treatment incurred for the cost of replacement or repair of artificial teeth or dentures, except as specifically provided; any dental treatment provided for cosmetic or aesthetic or orthodontic reasons	- Same as current.
- Purchase, repair or replacement of eye glasses or contact lenses or prescriptions therefor (except as otherwise provided herein)	- Same as current.
- Sickness or disease either as a cause or effect (except for Death Benefit and Dread Disease)	- Same as current.
- Any benefits available under any Government Health Insurance Plan whether enrolled in such Plan or not	- Same as current.
- Intentionally self-inflicted injury.	- Same as current.
- Total and permanent disability resulting from athletic activities (restriction added September 1, 1986).	- Same as current.

TYPE OF COVERAGE

PLAN A - Covers all accidents 24 hours a day, for 12 months during the policy year.

PLAN B - This plan covers all accidents:

(a) On a 24-hour per day basis for each scheduled school day the Student is required to attend school.

(b) While in attendance at or participating in any school activity which has been arranged, approved and supervised by proper school authority on any day and while travelling to and from the student's residence and such school for the purpose of attending school or participating in any school-sponsored activity.

(c) While travelling directly to and from any approved school activity as a group, under the supervision of or at the direction of proper authority of the school on any day, and including travel directly to and from the Insured's residence and the group assembly point.

WORK WEEK EXPERIENCE AND CO-OPERATIVE EDUCATION PROGRAMS

The carrier has agreed to extend the Basic Plan coverage to all students while actively participating in these programs at no cost to the Board.

PREMIUMS

	RELIABLE LIFE (CURRENT)			RELIABLE LIFE (PROPOSED)		
Death Benefit - Any cause	$1,000	$3,000	$ 5,000	$1,000	$3,000	$ 5,000
Accidental Death Benefit	$1,000	$3,000	$ 5,000	$1,000	$3,000	$ 5,000
Double Indemnity	$2,000	$6,000	$10,000	$2,000	$6,000	$10,000
Basic Plan - $300 Extended Dental						
Plan A						
1 Student	$ 6.50	$ 8.50	$10.50	$ 6.50	$ 8.50	$10.50
2 Students	$13.00	$17.00	$21.00	$13.00	$17.00	$21.00
3 or more Students	$16.25	$21.25	$26.25	$16.25	$21.25	$26.25
Plan B						
1 Student	$ 2.50	$ 4.50	$ 6.50	$ 2.50	$ 4.50	$ 6.50
2 Students	$ 5.00	$ 9.00	$13.00	$ 5.00	$ 9.00	$13.00
3 or more Students	$ 6.25	$11.25	$16.25	$ 6.25	$11.25	$16.25
Optional Plan - $500 Extended Dental						
Plan A						
1 Student	$ 7.50	$ 9.50	$11.50	$ 7.50	$ 9.50	$11.50
2 Students	$15.00	$19.00	$23.00	$15.00	$19.00	$23.00
3 or more Students	$18.75	$23.75	$28.75	$18.75	$23.75	$28.75
Plan B						
1 Student	$ 3.00	$ 5.00	$ 7.00	$ 3.00	$5.00	$ 7.00
2 Students	$ 6.00	$10.00	$14.00	$ 6.00	$10.00	$14.00
3 or more Students	$ 7.50	$12.50	$17.50	$ 7.50	$12.50	$17.50

The Education Centre
100 Main Street West
Hamilton, Ontario
L8N 3L1
1987 06 04

To The Chairman and Members
Business Management Committee

Ladies and Gentlemen:

GENERAL

Annual Tuition Fees -- 1987/1988

Under Section 150 (1)21 of the Education Act, a board may "fix the fees to be paid by or on behalf of pupils, and the times of payment thereof, and when necessary enforce payment thereof by action in the small claims court, and exclude any pupil by or on behalf of whom fees that are legally required to be paid are not paid after reasonable notice."

It is recommended that the attached pupil tuition fee schedule for the school year 1987/1988 be approved.

The Board of Education for the City of Hamilton

OFFICE OF THE
BUSINESS ADMINISTRATOR/TREASURER

MAILING ADDRESS
P.O. BOX 558
HAMILTON, ONT.
L8N 3L1

100 MAIN STREET WEST
HAMILTON, ONT.
TELEPHONE (416) 527-5092

1987 06 12

TO: All Principals

RE: **Cash Tuition Fee Schedule**

We are attaching for your reference, the cash tuition fee schedule for the 1987-1988 school year. These fees were approved by the Board on 1987 06 11.

Principals are reminded that an "Application for Admission of a Fee Paying Student" (form HBE 2464) be processed and duly executed before the admission of a fee paying student. This application must be accompanied by a cheque for the full annual/semester fee or by a complete series of post-dated cheques for the duration of the academic year/semester. A supply of these forms will be sent to each school prior to school registration. Also, please refer to Operating Procedure OP-21, page 2, item 5, for additional details.

Cash tuition fees are applicable to parents or guardians (who have lawful custody) and:

(1) who are not school tax supporters of the Hamilton Board, and

(2) the fees in respect of his/her children or wards are not paid by:
    (a) another public board
    (b) a separate board
    (c) the Ministry of Education,
    (d) the Government of Canada,
    (e) any other organization.

The calculation of tuition fees on the attached fee schedule is in accordance with the prescribed 1987 regulations to the Education Act. For residents of Ontario, such fees represent only an equitable share of the Board's estimated unapproved ordinary expenditure, by panel, for the 1987 fiscal year plus the applicable pupil accommodation charge (PAC). To elaborate, the fees calculated are the product of the estimated panel total of expenditures, not eligible for general legislative grant approval (over ceiling), divided by the 1987 estimated enrolment of all resident internal pupils, plus the P.A.C. The resultant annual fee is divided by 10 to arrive at the monthly average fee. These average fees are increased by the use of appropriate high cost factors for the more costly programs.

For non-residents of Ontario, ie., pupils resident in other provinces, a gross fee is charged which is the total panel average operating cost per pupil plus the applicable pupil accommodation charge. This is equitable since the Board does not receive any school tax support nor any general legislative grants to cover any portion of the cost of educating this type of non-resident.

Persons admitted to Canada under the Immigration Act also fall under the non-residents of Ontario category. These pupils, commonly referred to as "Visa Students" pay gross fees which are payable in full prior to the commencement of a semester. These fees are collected by the Guidance Department. Similarly, appropriate high cost factors are also charged to non-residents of Ontario.

REQUIRED ASSESSMENT IN HAMILTON FOR PUPILS

PARENTS/GUARDIANS RESIDING OUTSIDE HAMILTON

For a pupil who does not reside in the City of Hamilton, he, or his parent or guardian (who has lawful custody) must have assessment in Hamilton, as an owner or for business or for both.

In accordance with Sections 32 and 39 of the Education Act (September 1986), the required assessment (Assessed Value on Notice of Property Valuation/Notice of Assessment) for Hamilton Board support is as follows:

Elementary Panel	$30,471
Secondary Panel	$19,792

If assistance or clarification is required with respect to residency and assessment matters, please contact Daryl Sage at Extension 380.

John Penner
Business Administrator/Treasurer

/dtg

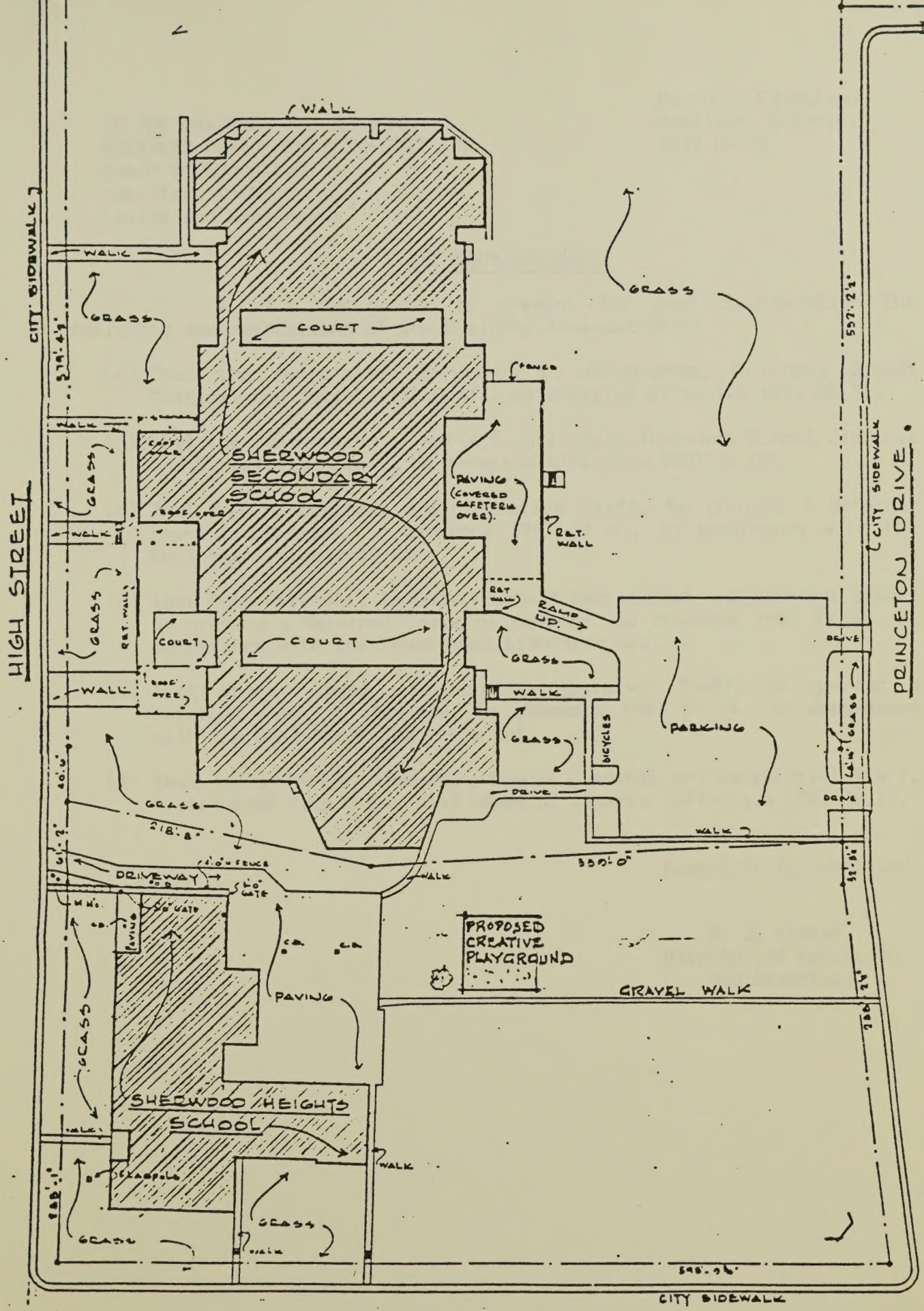
The Board of Education for the City of Hamilton

100 MAIN STREET WEST, P.O. BOX 558
HAMILTON, ONTARIO, CAN. L8N 3L1

TELEPHONE (416) 527-5092

CASH TUITION FEE SCHEDULE
FOR THE SCHOOL YEAR ENDING JUNE 30, 1988

	Fees	
	Annual	Monthly
Elementary Panel		
Residents of Ontario		
Grade Classes (including Junior Kindergarten, Kindergarten and French Immersion)	$1,100	$110
Special Classes		
*Assessment	4,400	440
Auditorily Impaired	2,750	275
Autistic	4,400	440
*Behavioural Exceptionalities	4,130	413
*Gifted	1,320	132
*Language and Speech Improvement	3,300	330
*Learning Disabilities	4,130	413
Limited Vision	2,750	275
*Opportunity	2,060	206
Orthopaedic	2,750	275
Trainable Retarded	2,820	282
*only available to students whose fees are paid by the Ministry of Education		
Non-Residents of Ontario		
Grade Classes (including Junior Kindergarten, Kindergarten and French Immersion)	$4,270	$427
Special Classes -- Grade Class fee times applicable high cost factor		
Secondary Panel		
Residents of Ontario		
Grade Classes (including French as First and Second Languages [Immersion])	$1,511	$151
Vocational Classes	2,130	213
Non-Residents of Ontario		
Grade Classes (including French as First and Second Languages [Immersion])	$5,560	$556
Vocational Classes	7,840	784

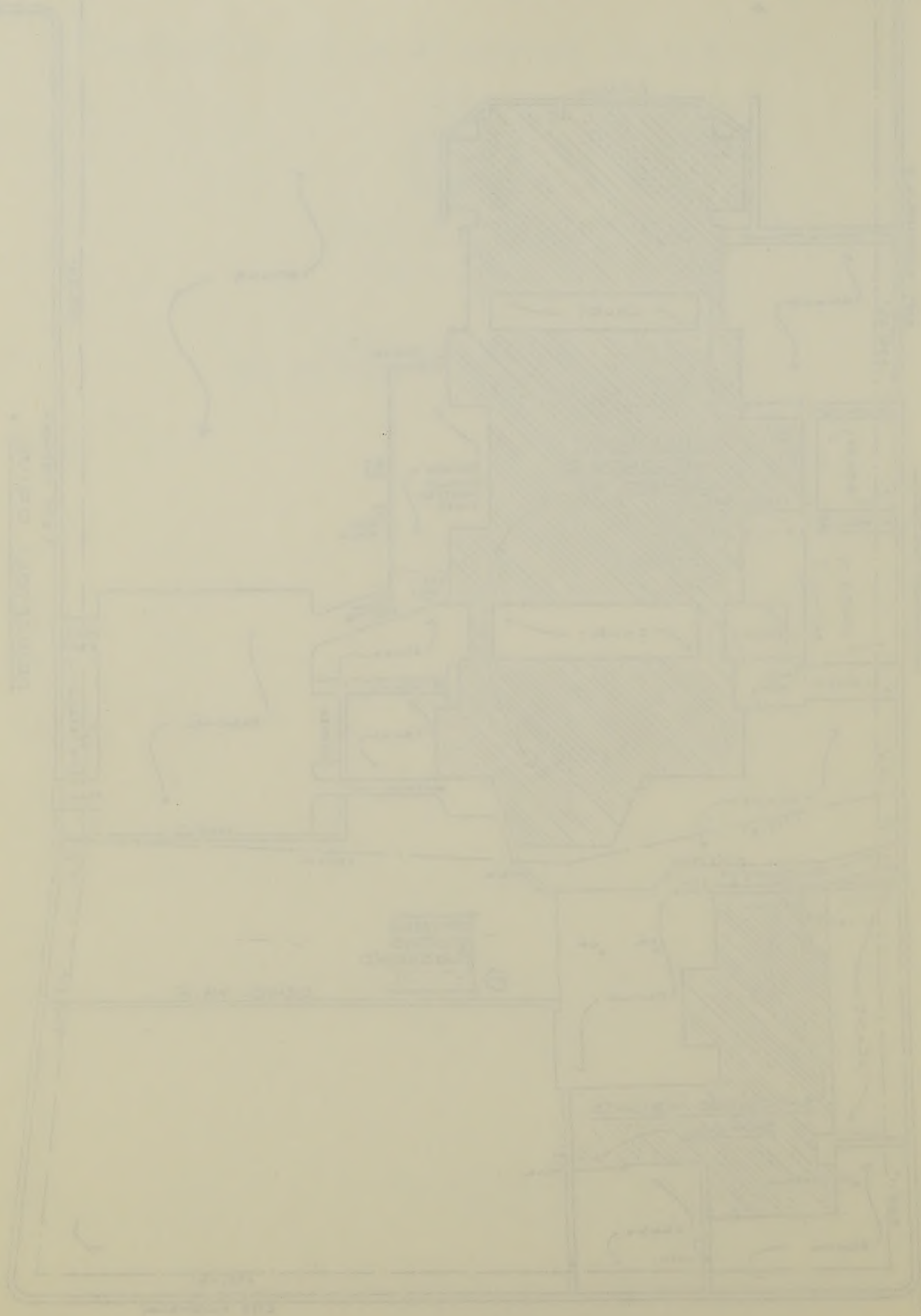


SHERWOOD RISE

SHERWOOD SECONDARY SCHOOL & SHERWOOD HTS. SCHOOL

SITE PLAN

SCALE 1- 0 50 100



Board of Education,
Hamilton, Ontario,
1987 05 28.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.
Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the resignation of Linda L. Cunningham, Secondary School Clerical and Secretarial Staff, be accepted effective 1987 08 31.

(b) That the resignation of Maria T. Szlichta, Secondary School Clerical and Secretarial Staff, be accepted effective 1987 06 05.

(c) That Sylvia Scarrow, Administrative Staff, be granted a Maternal Leave of Absence, to commence 1987 09 01, in accordance with the Employment Standards Act.

(d) That Ruth Markocki, Secondary School Secretarial and Clerical Staff, be granted a Maternal Leave of Absence, to commence 1987 05 22, in accordance with the Employment Standards Act.

(e) That Sharon Bachuk, Educational Assistant Staff, be granted a Maternal Leave of Absence, to commence 1987 09 14, in accordance with the Employment Standards Act.

(f) That Terri Teslic, Secondary School Clerical and Secretarial Staff, be returned from a Maternal Leave of Absence, effective 1987 06 15.

Respectfully submitted,

A. J. Krever,
Director of Education
and Secretary.

CA4 ONHBL W26
A31
1987

URBAN MUNICIPAL
JUN 29 1987
GOVERNMENT DOCUMENTS

AGENDA

BUSINESS MANAGEMENT COMMITTEE

1987 07 02

Confirmation of the minutes of the last meeting.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Pediculosis - Correspondence from Ministry of Health - attached **Pages 1 & 2**

NEW BUSINESS:

1. Recommendations of the Director of Education - attached **Pages 3 & 4**
2. Investment of Short Term Funds.
3. Cash Flow.
4. Federal and Ontario Sales Tax Recoveries - attached **Page 5**
5. Personnel Training Report - attached **Pages 6 & 7**
6. Elementary Trust Fund Awards - attached **Pages 8 & 9**
7. Linden Park School - Creative Playground - attached **Pages 10 & 11**
8. Registration Fee - General Interest Courses - attached **Pages 12 & 13**
9. R.A. Riddell School Gymnasium Addition - Sketch Plans - attached **Pages 14 to 19**
10. Report of the Education Management Committee.

ELEMENTARY/SECONDARY

NEW BUSINESS:

1. Recommendations of the Director of Education - attached **Page 20**
2. Report of the Education Management Committee.

Ontario

Office of the Minister
Bureau du Ministre

Ministry of Health
Ministère de la Santé

Hepburn Block
Queen's Park
Toronto, Ontario
M7A 2C4
416/965-2421

Edifice Hepburn
Queen's Park
Toronto, Ontario
M7A 2C4
416/965-2421

May 27, 1987

Mr. A. J. Krever
Director of Education and Secretary
The Board of Education for the City of Hamilton
P.O. Box 558
Hamilton, Ontario
L8N 3L1

JUN 3 1987

Dear Mr. Krever:

Thank you for your recent letter regarding pediculosis and the funding of pediculosis screening in schools.

Pediculosis is considered a nuisance and is not defined as either a communicable disease or a health hazard. Although this condition provokes strong emotional reactions among parents, it can be managed and brought under control with joint efforts of the involved parties. The Ministry of Health, as outlined in the enclosed paper "The Effective Management and Control of Head Lice", has recommended that responsibility for the control of pediculosis be shared among boards of health, boards of education (including school principals and teachers) and local communities (including parents and family physicians).

In regard to the responsibilities of the various groups involved, these are discussed in some detail on pages 24 to 28 in the enclosed document. You will note the Ministry of Health does not recommend routine pediculosis screening by health unit staff since this expensive service can be provided in other ways such

...2

as via the development of a volunteer program. Health unit resources are then available to meet more pressing preventive health needs in communities. It is recommended, however, that health units initiate procedures for control and provide education to parents, school staff and the community at large regarding pediculosis identification and treatment.

Local boards of health function autonomously under the Health Protection and Promotion Act, 1983, the regulations under the Act and the Mandatory Guidelines. Decisions regarding health unit programs and services and the allocation of resources are made by local boards of health according to both the Mandatory Guidelines and the health priorities determined by the Board following its assessment of health needs in the local community.

The funding of approved programs is cost shared by the Ministry of Health with municipalities outside Metro Toronto at the rate of 75% to the 25% provided by the municipalities. Since my Ministry does not recommend that health units themselves provide pediculosis screening, funding for this purpose is discouraged. I believe that cooperative efforts on the part of a board of health, board of education and the community can provide the most effective management of pediculosis.

Yours very truly,

Murray J. Elston, M.P.P.
Huron-Bruce
Minister

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Board of Education,
Hamilton, Ontario.
1987 06 25.

Ladies and Gentlemen:

GENERAL

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the effective date of retirement of Edward Bohe, Superintendent of Plant Operations, approved at the Board meeting of 1987 03 12, be amended to read 1987 12 31.

(b) That the resignation of John M. Hind, Caretaking and Maintenance Staff, for the purpose of retirement, be accepted effective 1987 10 30, and that the Board's retirement gratuity be paid.

(c) That the resignation of Anthony C. King, Administrative Staff, be accepted effective 1987 07 17.

(d) That the appointment of John Penner to the position of Business Administrator/Treasurer be extended until 1987 10 31, with salary according to schedule.

(e) That the appointment of Edward R. Hodgins to the position of Administrative Assistant to the office of the Business Administrator/ Treasurer be extended until 1987 10 31, with salary according to schedule.

(f) That Thalia Smith be appointed to the position of Lunchroom Program Co-ordinator (Administrative Category 21 - $28,838 per annum maximum), effective 1987 09 01, with salary according to the salary schedule.

(g) That Wayne Kenyon be confirmed in the position of Supervisory Foreman, effective 1987 06 23.

(h) That Robert MacLennan be confirmed in the position of Secondary School Foreman, effective 1987 06 16.

(i) That Geoffrey Maslen be appointed to the position of Secondary School Foreman (Administrative Category 14 - maximum $33,389 per annum), for a one year probationary period, effective 1987 06 15, with salary according to the salary schedule.

(j) That Monica Knott be appointed to the position of Speech/Language Pathologist (Administrative Category 8 - maximum $39,830 per annum), for a one year probationary period, effective 1987 08 31, with salary according to the salary schedule.

(k) That Liette Hayman be appointed to the probationary Clerical Staff (.5), (Category A-B, maximum $340.00 per week), effective 1987 06 22, with salary according to the salary schedule.

(l) That Thea Schaeken, Administrative Staff, be granted a Personal Leave of Absence, effective 1987 09 01 until 1988 08 31, conditional on an elementary school placement for the 1987-88 school year.

(m) We regret to announce the death of Edmund W. Bozek, Caretaking and Maintenance Staff, on 1987 06 15.

Respectfully submitted,

A. J. Krever,
Director of Education
and Secretary.

100 Main Street West,
Hamilton, Ontario.
1987 07 02

To the Chairman and Members,
Business Management Committee,
The Board of Education for the
City of Hamilton,
Hamilton, Ontario.

Ladies and Gentlemen:

At the September 9, 1986 meeting of the Board of Education for the City of Hamilton, the following resolution was approved:

That Ninecan Inc. be appointed to review the Board's operating accounts for the purpose of determining and obtaining sales tax rebates in accordance with the Morris Academy ruling, and that they be paid a one-time retainer of $5,000 and a twenty per cent fee on the actual amounts recovered.

The review has been completed and a financial summary of the results is as follows:

Gross Federal Sales Tax Recoveries	$ 72,075	
Gross Ontario Retail Sales Tax Recoveries	5,045	$ 77,120
Deduct:		
Retainer fee	5,000	
20% fee on recoveries	15,424	20,424
Net Sales Tax Recoveries		$ 56,696

At the time of their appointment, Ninecan estimated a gross rebate of $50,000 in sales taxes versus an actual recovery of over $77,000.

Respectfully Submitted,

John Penner,
Business Administrator/Treasurer.

/dtg

Board of Education,
Hamilton, Ontario,
1987 07 02.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario,

Ladies and Gentlemen:

I am pleased to present the second quarterly Personnel Training Report for 1987.

Expenditures to date in 1987 amount to $173,387.00 versus $168,107.00 in 1986.

The approved Personnel Training budget for 1987 is $426,547.00.

Respectfully submitted,

EH/mb
Attach.

John Penner,
Business Administrator/Treasurer.

PERSONNEL TRAINING

REPORT OF EXPENDITURES TO JUNE 15, 1987

	BUDGET	SPENT TO DATE	BALANCE
010 Business Administration	$ 25,707	$ 6,822	$ 18,885
011 General Administration	41,725	14,605	27,120
020 Computer Services	10,050	760	9,290
032 Instructional Supervision - Central Services (includes Subject Supervisors, Special Services, Staff Development, Area Superintendents)	338,935	147,905	191,030
034 School Services	3,500	650	2,850
039 Educational Research - Evaluation	550	150	400
044 Continuing Education - Evening and Other	1,010	825	185
070 Physical Plant - Operation	3,190	736	2,454
075 Physical Plant - Maintenance	960	904	56
076 Transportation - Administration	810	-	810
088 Other Operating Expenditure	110	30	80
TOTAL PERSONNEL TRAINING	$426,547	$173,387	$253,160

TRUST FUND RECIPIENTS

1987

Award		Recipient	School
George R. Allan		Andrew Fleming Bethany Jukes	George R. Allan
Alfred Morrell		Chris Tihor Jennifer McArthur Paul Shultz	W. H. Ballard
E. E. Parkhouse		Robert Turcotte	Dalewood
Frank Magee		Rebecca Brady	Central
John McCullough		April Snively Jason Bowen	Central
Sir John M. Gibson		Shannon Kreuger Mike Myers	Central
		Khamsi Chanhthavong Pamela Szyszka	Gibson
Hess Street Reunion		Anna Trikoupis Huy Trieu	Hess Street
L. George Russell		Nancy Radojevic	Glen Echo
Muriel Eastman		Sean Eedy	Prince of Wales
Ruth Cole		Veonapha Snoukphonh	Queen Victoria
William A. Lees	1st	Cheryl Mitchell	Adelaide Hoodless
	Tied - 2nd	Amy Armstrong Ruth Balyta	
	1st	Cameron Steeves	
	2nd	Danny Macnab	
Susan Bennetto		Franciska Noonan	Bennetto
H. H. Lowden		Ezequiel Berdichevsky William Cann Tinneal Faille Mimi Vattaso	Centennial

Dr. Vern N. Ames	Jordan Allen, Nguyen Cam, Robert Buwalda, Alice Smith, Kristin MacDonald, Geoffrey Rosenblood, Gordon Ardell, Michael Stirling, Martin Watson, Raja Bobba, Steve Vrakela, Kenneth Murray, Marie Tonello, John West, John Whittaker, David Anderson, Monika Kalmar, Daniel Purdy, Shi Jin Wu, Vlad Savescu, Mark Wylie, Peta-Gay Tai, Matthew Randall.

THE CORPORATION OF THE CITY OF HAMILTON
City Hall, 71 Main Street West, Hamilton, Ontario L8N 3T4

May 19, 1987

Mr. Doug Kelterborne
The Hamilton Board of Education
100 Main St. W.
Hamilton, Ontario
L8N 3L1

MAY 25

Dear Mr. Kelterborne:

This is to request the Board's approval in principle to the installation of a creative metal play climber on Board Property adjacent to and just east of Linden Park School.

There is a community group actively raising funds in that neighbourhood.

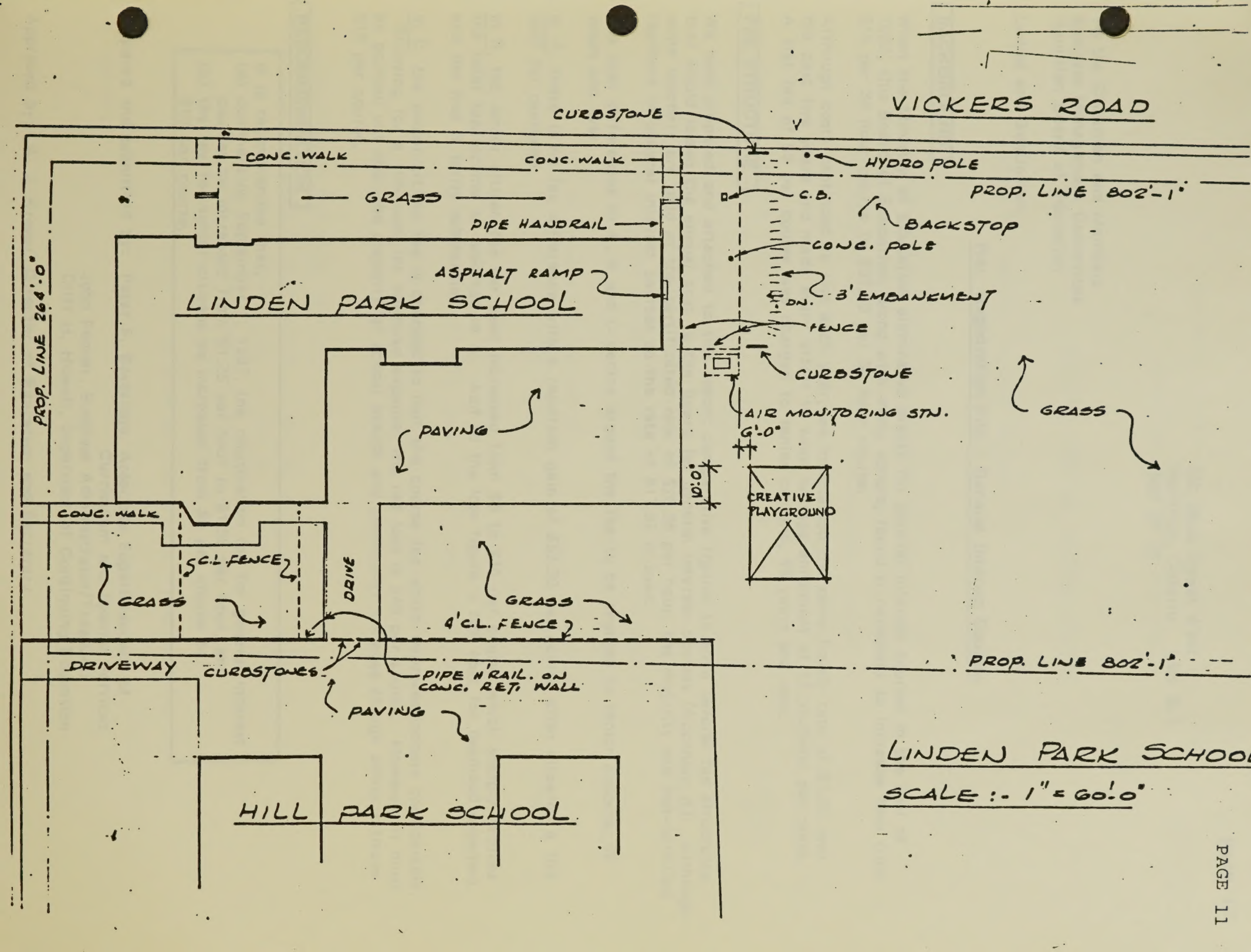
Thanking you in advance for your cooperation.

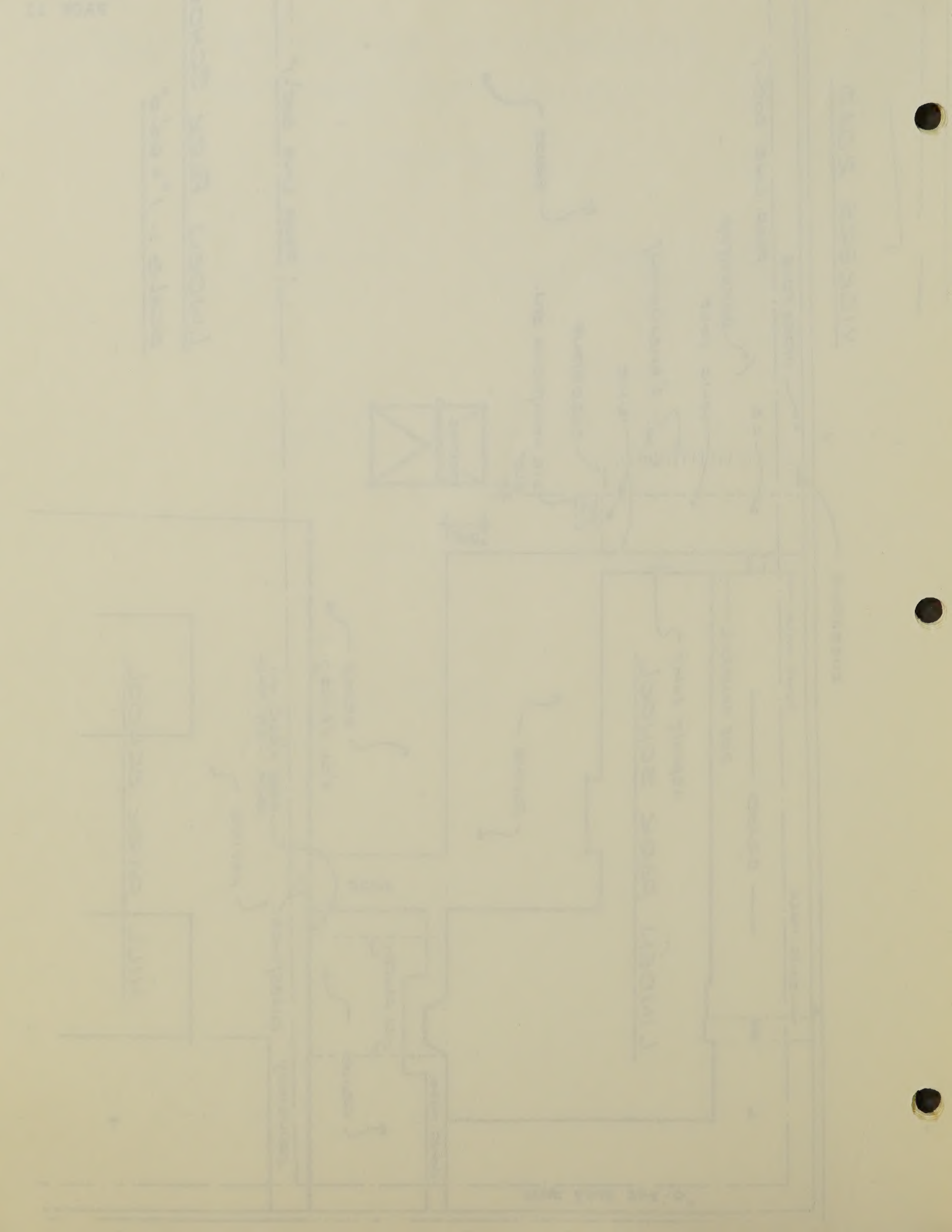
Sincerely,

Doug.

Doug Farquhar
Supervisor, Administrative Services

DF/kg


VICKERS ROAD
CURBSTONE
CONC. WALK
CONC. WALK
HYDRO POLE
GRASS
PROP. LINE 802'-1"
C.B.
BACKSTOP
PIPE HANDRAIL
CONC. POLE
ASPHALT RAMP
LINDEN PARK SCHOOL
DN. 3' EMBANKMENT
PROP. LINE 264'-0"
FENCE
CURBSTONE
AIR MONITORING STN.
6'-0"
GRASS
PAVING
10'-0"
CREATIVE PLAYGROUND
CONC. WALK
C.L. FENCE
DRIVE
GRASS
GRASS
4' C.L. FENCE
PROP. LINE 802'-1"
DRIVEWAY
CURBSTONES
PIPE N'RAIL. ON CONC. RET. WALL
PAVING
HILL PARK SCHOOL
LINDEN PARK SCHOOL
SCALE :- 1" = 60'-0"



100 Main Street West
Hamilton, Ontario L8N 3L1
1987 07 02

To the Chairman and Members
Business Management Committee
Hamilton Board of Education

Ladies and Gentlemen:

Re: Registration Fee - General Interest Courses

BACKGROUND

When the Ministry of Education eliminated grants for general interest courses in the Fall of 1982, this Board of Education, along with many others, found it necessary to increase fees from $15 per 30 hour course to $37.50 per 30 hour course.

Although costs continued to rise each year, we maintained the same hourly rate of $1.25 over the past five years and made every effort to keep average enrolment at 15 students per class. A flat fee of $5 per course was charged to senior citizens, 65 years and over.

FEE STRUCTURE

We have prepared and attached to this report comparative figures to show several fee structures that would lessen the annual cost to the Board for general interest courses (Appendix A). Although some teachers are paid at the certificated rate of $20.36 per hour, the majority are non-certified teachers in general interest courses so the rate of $17.82 is used.

The cost differences in A, B and C centre around the fee to be charged to senior citizens, 65 years and over.

In A, there is no fee difference with a resultant gain of $53.50 per course after allowing a 10% cost for overhead.

In B, the senior citizen fee has been increased from $5 to $10 per course which sharply reduces the total fee income as reported in A. Add to the loss figure a 10% cost for overhead expenses and the loss is fairly substantial.

In C, the senior citizen fee is changed to half the course fee which improves income considerably. Allowing for a 10% cost for overhead expense, the net loss is $49 per course. However, it must be pointed out that the majority of school boards and community colleges charge senior citizens $10 per course.

RECOMMENDATION

It is recommended that,
(a) commencing September 1, 1987, the registration fee for general interest courses be increased from $1.25 per hour to $1.50 per hour, and
(b) the fee for senior citizens be increased from $5 per course to $10 per course.

Prepared and submitted by: Peter S. Beveridge, Associate Superintendent of Curriculum and Special Services
John Penner, Business Administrator/Treasurer
Cliff H. Howell, Supervisor of Continuing Education

Approved by: A. J. Krever, Director of Education and Secretary

The Board of Education For The City Of Hamilton

APPENDIX A

CONTINUING EDUCATION DEPARTMENT

1987 06 10

COSTING - GENERAL INTEREST COURSES

Wages for general interest teacher	$17.82 per hour
+ 4% vacation pay	.71
	$18.53

Course length - average - 30 hours per term

Average estimated enrolment = 15 students

Estimate of 10% of costs used for overhead expense.

Course fee - $1.50 per hour of instruction

COST:

Teacher cost = $18.53 x 30 = $555.90

INCOME:

(A) 15 students paying $45.00 = $675.00

(B) 10 students paying $45.00 = $450.00
5 students senior citizens paying $10.00 = $ 50.00 $500.00

(C) 10 students paying $45.00 = $450.00
5 students paying ½ fee = $112.50 $562.50

GAIN (LOSS):

Net gain for A = $109.10 less 10% overhead = $ 53.50

Net loss for B = $(55.90) plus 10% overhead = $(111.50)

Net gain for C = $ 6.60 less 10% overhead = $(49.00)

REGISTRATION FEE USING "B":

10 week/30 hour course - $45.00
10 week/20 hour course - $30.00
8 week/24 hour course - $36.00
8 week/16 hour course - $24.00
Senior Citizens - $10.00 per course - no variation

CHH/mhc

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Hamilton Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

Re: R.A. Riddell School - Proposed Gymnasium Addition

1. Construction

The original school was constructed in 1972 and the addition in 1977. The current addition consists of a 50 ft. x 90 ft. gymnasium with minimum washroom facilities, a large equipment storage and an instructor's room. This addition includes a stage with chair storage underneath.

The roof of the Gymnasium will have 1-1/2" Acoustic Roof Deck supported by 30" open web steel joints spaced at about 7'-0" on centre. The joists will be supported by load bearing masonry walls.

The Gymnasium wall common adjacent to Change Rooms will be a 12" block wall. The remaining three walls of the Gymnasium will be cavity walls with 8" block, a cavity with 2" of insulation and face brick.

There will be a Mechanical Room over top of the Change Room area. This floor will be constructed of concrete on steel floor deck, on open web steel joist at 4'-0" on centre supported in turn by load bearing masonry walls.

2. Mechanical Systems

The existing hot water boiler has sufficient spare capacity to provide heating for the addition. Hot water mains will be extended to a mechanical room above the new washrooms. A fan will be installed to provide heating and ventilating air to the gymnasium. Hot water heating convectors will be provided in the washrooms and entrance.

The roof drainage will be connected to a storm sewer that runs below the addition.

The sanitary drain will be connected to the existing house main outside the building.

3. Electrical

Electrical work will include:

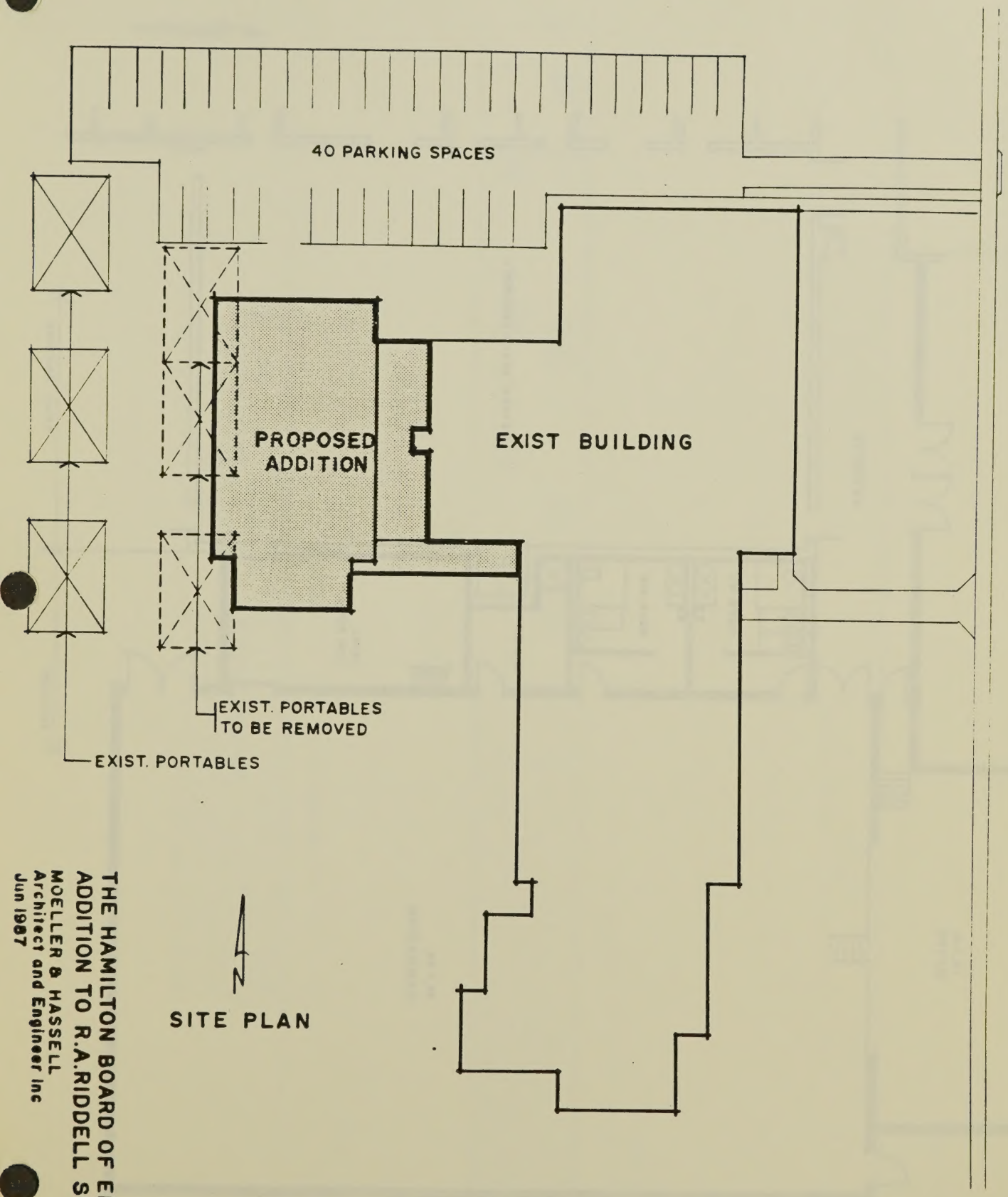
- Lighting, power distribution, portable sound system for gymnasium
- extending existing fire alarm system
- extending existing program bell system
- extending existing T.V. distribution
- extending conduit system for surveillance system
- extending existing P.A. system
- provision of clocks
- emergency and exit lighting possibly extending existing 48 Volt DC system

4. Cost

Building addition	$624,000
Architectural and engineering fees	45,000
Equipment	10,000
Permits, sitework and contingencies	21,000
Re-location of portables	10,000
	$710,000

Respectfully submitted,

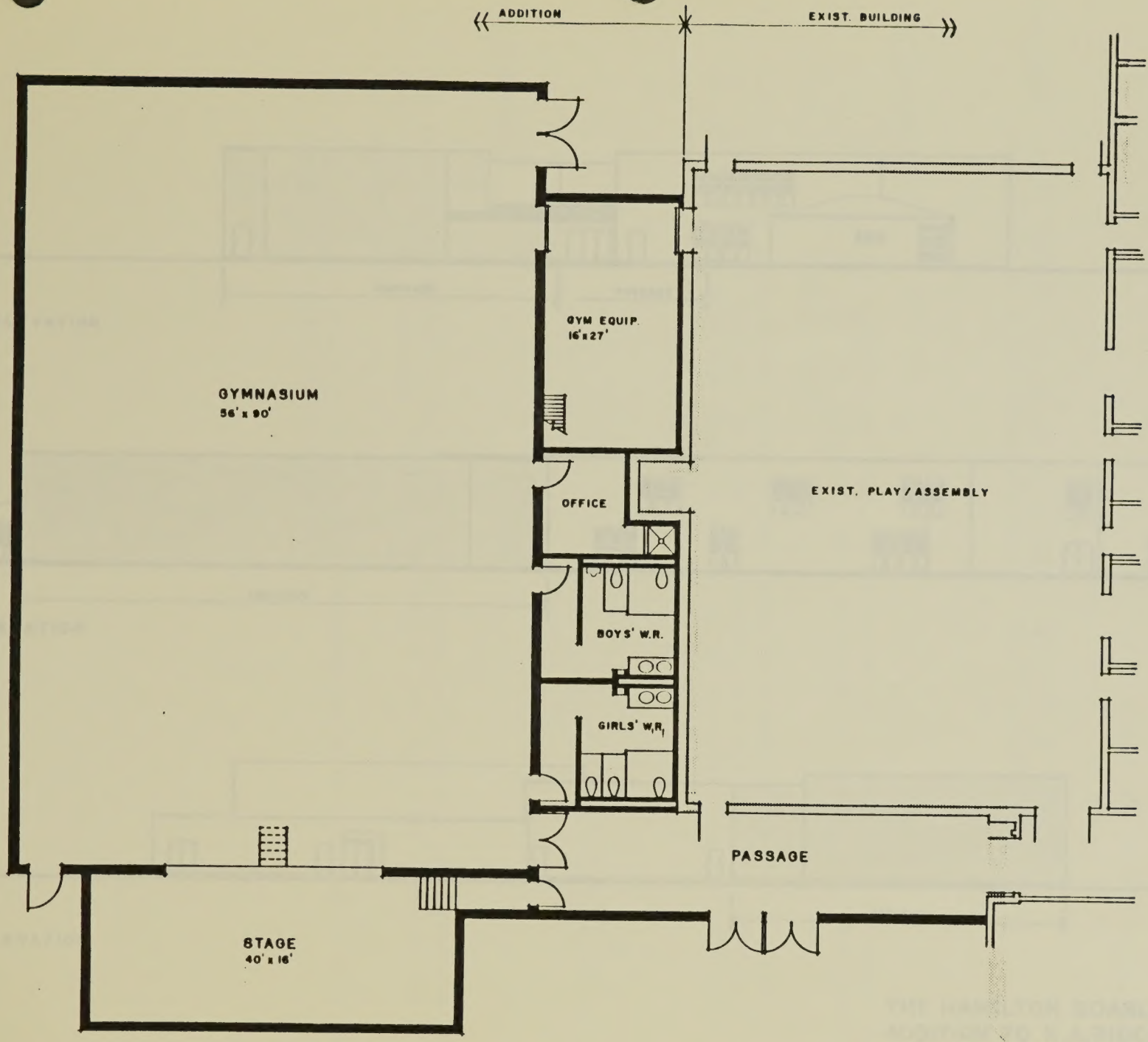
John Penner,
Business Administrator/Treasurer



SITE PLAN

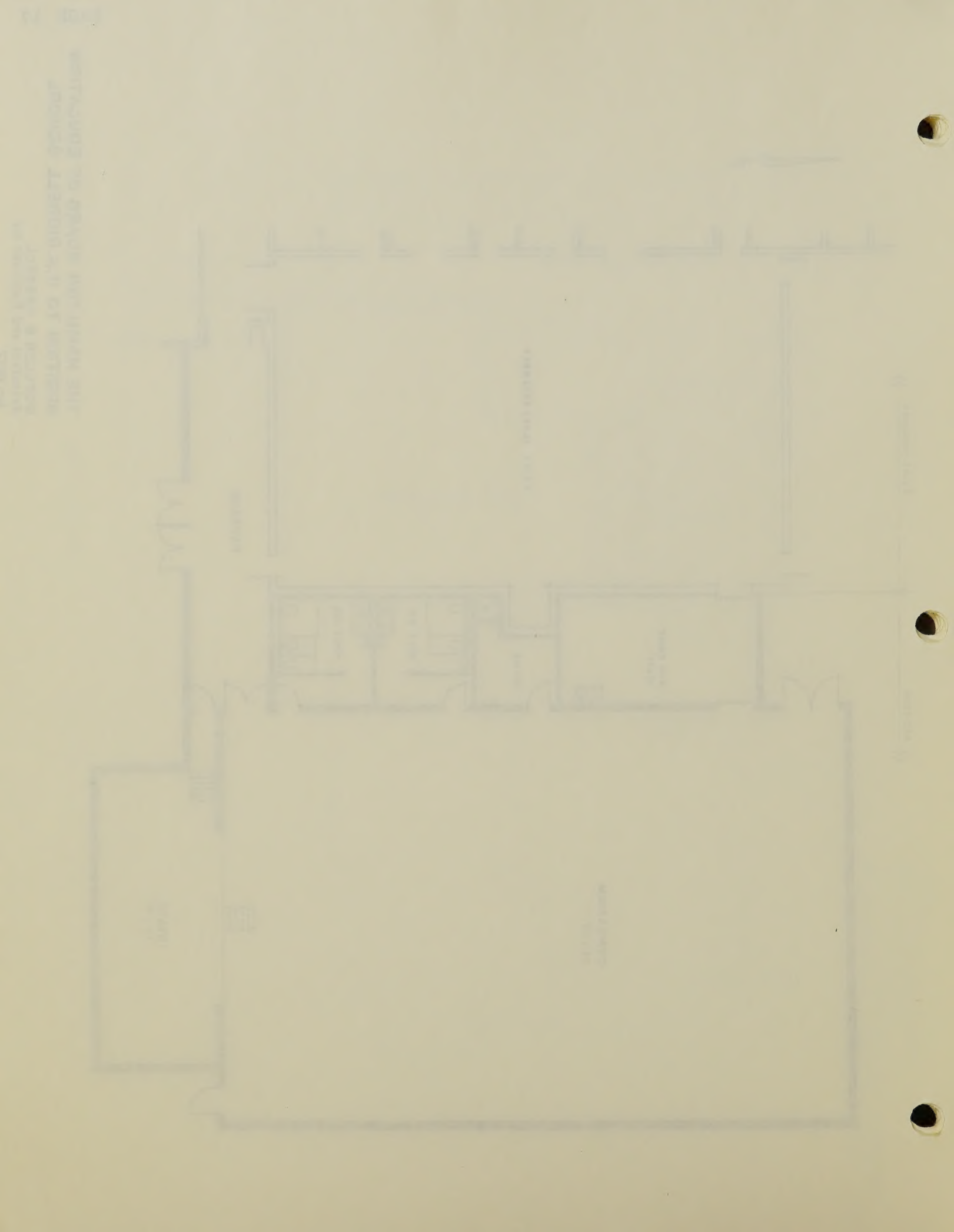
THE HAMILTON BOARD OF EDUCATION
ADDITION TO R.A.RIDDELL SCHOOL
MOELLER & HASSELL
Architect and Engineer Inc
Jun 1987

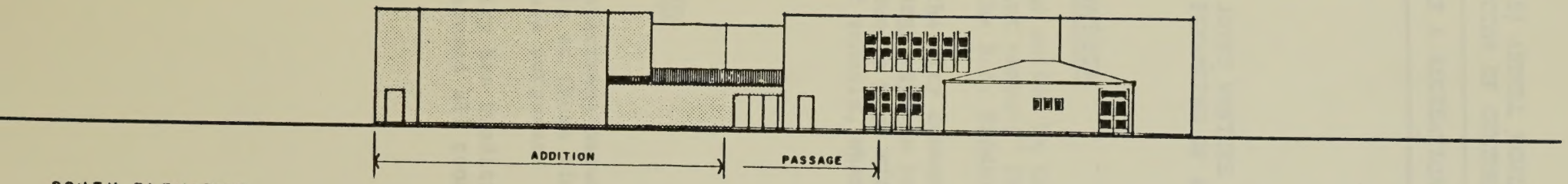




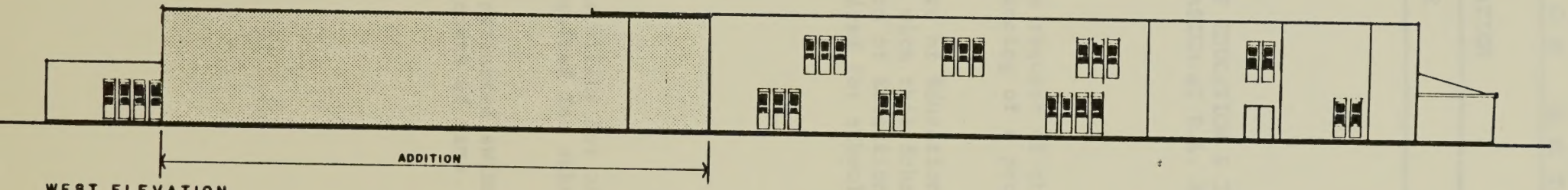
THE HAMILTON BOARD OF EDUCATION
ADDITION TO R.A.RIDDELL SCHOOL

MOELLER & HASSELL
Architect and Engineer Inc
Jun 1987

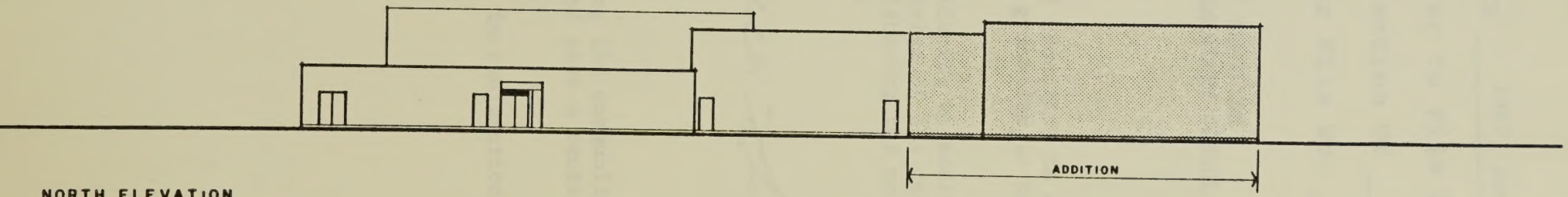




SOUTH ELEVATION



WEST ELEVATION



NORTH ELEVATION

THE HAMILTON BOARD OF EDUCATION
ADDITION TO R.A.RIDDELL SCHOOL

MOELLER & HASSELL
Architect and Engineer Inc
Jun 1987

FOR ACTION

FROM (MISS) AUDELL SCHIMMEL, DIRECTOR OF CULTURE & RECREATION

DATE 1987, June 5

TO PARKS & RECREATION COMMITTEE

Refer To File No.

Attention Of

Your File No.

SUBJECT JOINT VENTURE - BOARD OF EDUCATION & THE CITY OF HAMILTON FINANCING OF A NEW GYMNASIUM AT R.A. RIDDELL ELEMENTARY SCHOOL

RECOMMENDATION

1. That no action be taken on the request of the Board of Education to enter into a "joint venture" for the financing of a proposed new gymnasium in conjunction with the R.A. Riddell School.

2. That the City commend the Board of Education for considering an additional, and larger gym in conjunction with this School, and advise of its desire to continue to work with the Board of Education in administering the community use of schools, when not required for school purposes.

BACKGROUND

1. The Department assumes responsibility for administering the community use of schools at those times not required for school use, and pays a rental fee for such purposes.

2. The City has traditionally constructed swimming pools in conjunction with schools, and assumed all construction costs of same.

Board of Education,
Hamilton, Ontario,
1987 06 25.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.
Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the resignation of Betty Brill, Educational Assistant Staff, for the purpose of retirement, be accepted with regret effective 1987 06 30, and that the Board's retirement gratuity be paid.

(b) That Vince Martorelli be appointed to the position of School Social Worker (B.S.W. Level), for a one year probationary period, effective 1987 09 01, with salary according to the salary schedule.

(c) That Patricia Bourque be appointed to the position of School Social Worker (B.S.W. Level), for a one year probationary period, effective 1987 09 01, with salary according to the salary schedule.

(d) That Tim Kaye be appointed to the position of School Social Worker (M.S.W. Level), for a one year probationary period, effective 1987 09 01, with salary according to the salary schedule.

(e) That Mary Wolfe, Secondary School Clerical and Secretarial Staff, be promoted to the position of Administrative Assistant - Secondary Schools, (Administrative Category 17 - maximum $32,341 per annum), effective 1987 07 01, with salary according to the salary schedule.

(f) That Carol Verebelyi, Clerical and Secretarial Staff, be promoted to the position of Elementary School Secretary (Category C - maximum $385.00 per week), effective 1987 08 17, with salary according to the salary schedule.

(g) That the following Elementary School Clerical and Secretarial Staff be promoted to the position of Elementary School Secretary (Category C2 - maximum $400.00 per week), effective 1987 08 31, with salary according to the salary schedule:

Susan Mawson
Sharon Mason
Janie Upsdell
Ilene Durant

(h) That Jocelyn Dow-Callahan, Educational Assistant Staff, be granted a Maternal Leave of Absence, effective 1987 09 08, in accordance with the Employment Standards Act.

Respectfully submitted,

A. J. Krever,
Director of Education
and Secretary.

1987 09 01

The the Chairman and Members
The Business Management Committee
Hamilton Board of Education

Ladies & Gentlemen:

RE: O.S.I.S. AND TEXTBOOKS

The policy document of the Ministry of Education: Ontario Schools: Intermediate and Senior was delivered to the schools on September of 1983. It outlined the organizational and curricular renewal of intermediate and senior division education in Ontario.

This document heralded the renewal of all extant curriculum guidelines over a six year period. The schedule for the release of such new guidelines is as follows:

1983	Computer Studies
1984	Guidance
1984	English OAC's
1985-87	Technological Studies (Parts A, B, & C)
1985	Personal Life Management
1986	Mathematics (7-12 OAC's)
1986	Visual Arts
1986	Dramatic Arts OAC
1986	French (Core, Extended, Immersion, OAC)
1986-87	History & Contemporary Studies (Parts A & B)
1986	Latin OAC
1987	Business Studies - Policy
1987	Economics (11, 12, OAC)
1987	Family Studies (7-12 OAC)
1987-88	Science 7-12 (15 sections)
1987	Classical Civilization
1987	Fashion Arts (11, 12)
1987	Food & Nutrition Sciences (11, 12)
1987	Music (7-12 OAC)
1987	Computer Studies (OAC)
1987-88	English (7-12)
1987-88	Modern Languages (9-12 OAC)
1987-88	Health & Physical Education (7-12 OAC)
1987-88	Geography (7-12 OAC)

When a new guideline is issued, the Ministry allows one year, as a general rule, before its implementation becomes mandatory. As well, a phase-in period, grade by grade is possible and, indeed, desirable.

We either have the new guidelines at the present time or have preliminary drafts of them. As a result, we are able to predict, with

some degree of accuracy, our textbook needs over the next few years based on the degree of difference in courses between old and new guidelines.

The attached chart, revised from the one presented to trustees during budget review is our estimate of textbook budget requirements to the year 1990 based on curriculum renewal as evidenced in the new guidelines. It is expected, after 1990, that the textbook budget will resume a pattern similar to that of the past few years. This proposed 3-year plan does not take into account the proposed change in Regulations 262, Section 7 (4):

> (4) A board shall provide without charge for the use of each pupil enrolled in a day school or in a continuing education course for which credit is given, operated by the board, such of the textbooks selected under subsections (1) and (2) as relate to the courses in which the pupil is enrolled.

RECOMMENDATION:

1. **THAT, AS A RESULT OF CURRICULUM RENEWAL EMANATING FROM O.S.:I.S., THE FOLLOWING 3-YEAR BUDGET PROVISION FOR TEXTBOOKS BE APPROVED IN PRINCIPLE:**
   1988 - $2,050,000
   1989 - $2,250,000
   1990 - $2,130,000
   (EXCLUDING POSSIBLE COSTS OF GRADE 13/OAC TEXTS)

2. **THAT THE PROPOSED 3 YEAR BUDGET PROVISION FOR TEXTBOOKS BE SUBJECT TO BUDGET REVIEW ON AN ANNUAL BASIS.**

Prepared & Submitted by: C. G. W. McKague, Superintendent of Curriculum & Special Services

Approved by: A. J. Krever, Director of Education

A. PRE-OSIS BUDGETS:

	YEAR	BUDGET	ACTUAL
	1982	$ 1,020,500	$ 949,657
	1983	562,600	597,008
	1984	1,232,197	1,197,494
	1985	1,043,703	1,024,277
	1986	1,021,281	1,113,957
Proposed:	1987	1,582,801	
	1988	* 2,033,457	
	1989	* 2,265,357	
	1990	* 2,129,357	

* No inflation factor built in

B. ADDITIONAL

NEEDS FOR GRADES 7 & 8: (As a result of OSIS)

YEAR	Business	Computer	Coop.	English	Fam.St.	Guidance	Language	Immer.	History	Math	Music	P.E.&H.	Science	Tech.	Vis.Arts	Geog.	TOTAL
1987	Nil	Nil	Nil	65,000	13,000	Nil	NII	7,000	10,000	No	2,500		6,000	2,000	4,481	nil	109,981
1988	Nil	Nil	Nil	70,000	5,000	Nil	50,000	8,000	10,000	New	25,000		6,000	3,000	2,000	20,000	199,000
1989	Nil	Nil	Nil	75,000	9,000	Nil	65,000	14,000	17,500	Expen-ditures	25,000	29,000	26,400	3,000	1,500	35,000	300,400
1990	Nil	Nil	Nil	80,000	9,000	Nil	30,000	16,000	52,500		25,000	29,000	26,400	NII	1,500	40,000	309,400

+ Primary - 1987 = $76,000
(Not a result of OSIS)

C. ADDITIONAL

NEEDS FOR SECONDARY COMPOSITE, VOCATIONAL & VANIER: (As a result of OSIS)

YEAR	Business	Computer	Coop	English	Fam.St.	Guidance	Language	Immer.	History	Math	Music	P.E.&H.	Science	Tech.	Vis.Arts	Geog.	TOTAL
1987	15,000	Nil	Nil	105,000	4,400	Nil	18,600	13,000		59,500	5,000		18,000	25,000	19,363	nil	282,863
1988	40,000	Nil	Nil	190,000	20,000	Nil	95,000	9,000	80,000	79,500	15,000	37,000	60,000	25,000	10,000	60,000	720,500
1989	225,000	Nil	Nil	210,000	20,000	NII	45,000	12,000	50,000	67,000	15,000	37,000	100,000	25,000	5,000	40,000	851,000
1990	53,000	Nil	Nil	220,000	15,000	Nil	66,000	12,000	30,000		25,000	37,000	200,000	25,000	3,000	20,000	706,000

PLEASE NOTE: Primary Education - upgrading of Teaching material for J.K., S.K., Gr. 1 and Gr. 2 - Sr. Reading Program Upgrade = $76,000

Ontario

Minister
Ministre

Ministry
of
Education

Ministère
de
l'Éducation

(416) 965-5277

Mowat Block
Queen's Park
Toronto, Ontario
M7A 1L2

Édifice Mowat
Queen's Park
Toronto (Ontario)
M7A 1L2

July 31, 1987

Mr. A. J. Krever
Director of Education and Secretary
The Board of Education for
the City of Hamilton
P. O. Box 558
Hamilton, Ontario
L8N 3L1

Dear Mr. Krever:

Thank you for your letter of July 10, 1987, regarding the financial responsibility for the pediculosis control program in the school boards in your area.

As my colleague the Honourable Murray Elston, Minister of Health, stated in his recent letter to you, pediculosis is not a communicable disease. It is, nevertheless, a serious nuisance to children, their parents, and their teachers. Outbreaks of the problem require a co-ordinated effort on the part of all those concerned to ensure proper control.

You have a copy of the Ministry of Health publication The Effective Management and Control of Head Lice, which encourages the development of co-operative, co-ordinated plans and procedures at the local level. This course of action is based on the premise that policies, procedures, and responsibilities are best determined locally. Although there will be variation among jurisdictions with respect to how pediculosis is managed and controlled in schools, the responsibilities, as described in the document, provide a useful framework for addressing the issue.

.../2

The matter of the sharing of costs involved in a pediculosis program would presumably be related to the policies, procedures, and responsibilities that have been approved locally. Generally, however, since the initial establishment of the program and the training of volunteers fall to local official health agencies, they would handle the costs related to these responsibilities. Once responsibility for the screening process has been transferred to the principal, school boards would assume whatever costs are incurred.

I trust that this explanation will be of assistance to your school board.

Yours sincerely,

Bernard Flynn
for:

Sean Conway
Minister

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Board of Education,
Hamilton, Ontario.
1987 08 27.

Ladies and Gentlemen:

GENERAL

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the resignation of Mary J. Williams, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1987 10 31, and that the Board's retirement gratuity be paid.

(b) That the resignation of Stella Jursza, Cleaning Staff, for the purpose of retirement, be accepted with regret effective 1988 01 29, and that the Board's retirement gratuity be paid.

(c) That Marylisa Thomson be appointed to the position of Job Analyst, Personnel Department, on a project basis and for a two year term, effective 1987 09 01 to 1989 08 31, at a starting salary of $27,000 per annum.

(d) That Ingrid Scott be appointed to the position of Librarian - Dr. Harry Paikin Library, for a one year term effective 1987 08 26 until 1988 08 31, (Administrative Category 9 - $38,919 per annum maximum).

(e) That the following persons be appointed to the Probationary Cleaning Staff, effective 1987 08 04, with salary according to the Collective Agreement:

Kristy Irvine
Jean Flood
Alice Read

(f) That the following persons be appointed to the Probationary Clerical Staff, effective as shown, with salary according to the salary schedule:

Karen Redding, effective 1987 08 31 (.7) (Category B2, maximum $355 per week)

Kathryn Adrian, effective 1987 07 20 (Category A-B, maximum $340 per week)

Debbie Bell, effective 1987 07 06 (Category A-B, maximum $340 per week).

Kerry Emery, effective 1987 08 31 (Category A-B, maximum $340 per week).

Carolyn Wilson, effective 1987 08 31 (Category A-B, maximum $340 per week).

(g) That Tammy Henderson, Clerical Staff, be promoted to the position of Accounts Payable Clerk - Accounting (Category C - maximum $385.00 per week), effective 1987 08 31, with salary according to the salary schedule.

(h) That the Maternal Leave of Absence for Laura Labate, approved at the June meeting of the Board, be changed to commence 1987 08 17.

(i) That Gael MacPherson, Psychological Consultant, be granted a Personal Leave of Absence, effective 1987 09 28 until 1988 01 01.

(j) We regret to announce the death of Elizabeth K. Riches, Cleaning Staff, on 1987 07 09.

Respectfully submitted,

A. J. Krever,
Director of Education
and Secretary.

Job Description

Job Analyst, Personnel Department - 2 Year Term

Job Evaluation

- Analyze pay equity legislation and identify future directions, needs, requirements, and implications for the Board.

- Participate in development work on job evaluation at the local and provincial level through membership on advisory committees.

- Liaise with other employees, school boards and outside consultants re job evaluations plans. Analyze and assess existing evaluation plans and prepare reports.

- Act as technical co-ordinator on job evaluation project involving 1,500 non-teaching employees, union and non-union, with responsibility for training and directing job writers, developing standards, instructions, systems procedures, forms, establishing work schedules, monitoring and editing completed work, and assisting Evaluation teams.

- Act as a technical resource in implementing pay equity plans, and developing a maintenance program under the plan for reclassifications and new positions.

Salary and Benefit Administration

- Conduct pay and benefit surveys, analyze compensation structures and plans, and make recommendations.

- Research and development work on revised compensation plans - salary ranges, increments, job classes, salary adjustments, benefit analysis, cost studies, etc.

- Maintain records and reference materials and prepare reports on salaries, wages, benefits, contract settlements using government publications and information provided by school boards and employees.

Other Duties

. Analyze requests and needs for additional staff and temporary assistance.

. Evaluate new program planning which impact on staffing needs, training requirements, compensation and classification adjustments.

. May assist with general studies and reports required for collective bargaining and contract administration.

. Prepare communication materials and participate in information meetings with employee groups, staff and trustees.

. As part of Steering and Planning Group, prepare detailed plan of job evaluation project including what must be done and timetable in order to comply with legislation including Board strategies.

Position Requirements

. extensive knowledge of job evaluation techniques and plans.

. knowledge and awareness of the issues and developments associated with pay equity, affirmative action, and job evaluation.

. ability to communicate with people at all levels in the system, and provide technical training and leadership.

. excellent job writing and analysis skills.

. must be objective with the ability to think critically and independently.

. Post Secondary education preferably in Personnel Studies and Human Resources.

Position: On-Line Media Services Booking Clerk, Category B_2

Scope: To provide clerical assistance for the automated booking and processing system used in circulating the collection of film, video and other learning materials at Media Services (Dundurn).

Principal Duties

1. Handles incoming telephone and written requests for borrowing learning materials and inputs data in the computer.
2. Assists in the processing of the returned learning materials, and in updating the required computer records.

Qualifications:

1. Understanding of automated film booking system.
2. Excellent telephone and interpersonal skills.
3. Basic keyboarding skills.
4. Good decision making and problem solving skills in a busy, high volume, production oriented environment.
5. Good organizational skills.

Please note:

It is anticipated that this position will be combined with 2 existing positions, so that all will perform the same tasks and therefore be interchangeable. Cross-training will be necessary.

Board of Education,
Hamilton, Ontario.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

CAR ALLOWANCE SCHEDULE - September, 1987

1. The Transportation Index (Consumer Price Index 1981 = 100) has increased from 130.0 in June, 1985 to 138.8 in June, 1987 -- an increase of 6.77% since the date of last increase.

2. The Canadian Automobile Association has reported that for 1987, the average cost of operating an intermediate size automobile is estimated to be:

   32.3 cents per mile -- based on 15,000 miles of driving (20.1 cents per km)

   43.6 cents per mile -- based on 10,000 miles of driving (27.1 cents per km)

   -- this covers the variable costs for gasoline, maintenance, tires, and the fixed costs for registration, licence fees, insurance and depreciation.

3. Comparative Mileage Allowances:

Hamilton Board of Education	32 cents per mile (19.9 cents per km
Hamilton-Wentworth R.C.S.S. Board	35 cents per mile (22 cents per km)
City of Hamilton	35 cents per mile (22 cents per km)
Hamilton-Wentworth Region	35 cents per mile (22 cents per km)
Halton Board of Education	35 cents per mile (22 cents per km)
Wentworth County Board of Education	34 cents per mile (21 cents per km)

4. In recognition of these higher costs the enclosed adjustment (approximately 4.9%) to the Board's travel allowance schedule is recommended, effective 1987 09 01.

Respectfully submitted,

John Penner,
Business Administrator/Treasurer.

	September, 1985	Proposed September, 1987
Supervisory Foreman	$1,478.	$1,550.
Maintenance Foreman	1,478.	1,550.
Supervisor of Maintenance	1,478.	1,550.
Supervisor of Plant Operations	1,286.	1,349.
Supervisor of Adjustments Services	1,177.	1,235.
Staff Assistants - Adjustment Services	1,177.	1,235.
Social Worker - Alternative Education		1,235.
Adjustment Counsellor	1,177.	1,235.
Supervisor, Special Education	1,177.	1,235.
Consultant--Special Education	1,177.	1,235.
Supervisor of Psychological Services	1,177.	1,235.
Consultant--Psychological Services	1,177.	1,235.
Director of Education and Secretary	1,102.	1,156.
Co-Ordinator--Co-Op Education	1,012.	1,062.
Area Superintendents & Associate Superintendent	1,012.	1,062.
Staff Assistant - Technical	1,012.	1,062.
Subject Supervisors	1,012.	1,062.
Supervisor--Primary Education	1,012.	1,062.
Supervisor of Media Services	1,012.	1,062.
Supervisor of Continuing Education	1,012.	1,062.
Business Administrator/Treasurer	1,012.	1,062.
Superintendents	1,012.	1,062.
Associate Director of Education	1,012.	1,062.
Staff Assistant, Junior Division	903.	947.
Staff Assistants, Buildings	903.	947.
Supervisor of Guidance	903.	947.
Programme Leader/Staff Developments	903.	947.
Co-Ordinator of Community and Volunteer Services	903.	947.
Consultants	903.	947.
Primary Consultants	903.	947.
Itinerant Teachers - Speech, Homebound, Reading Assistants	903.	947.
Communication Resource Teacher	903.	947.
Teacher - Limited Vision	903.	947.
Gifted Learning Resource Teachers	903.	947.

	September, 1985	Proposed September, 1987
Speech/Language Pathologist	$ 903.	$ 947.
Outdoor Education Resource Teacher	903.	947.
Sports Convenor	903.	947.
Administrative Assistants to the Director and Superintendents	793.	832.
Safety Supervisor	793.	832.
Superintendent of Maintenance & Engineering	793.	832.
Deputy Administrator, Buildings	793.	832.
Information Officer	793.	832.
Deputy Business Administrator	793.	832.
Community Facilities Liaison Teacher (Half-Time)	710.	745.
Technical Assistant - Audio Visual	684.	718.
Counsellors - Vocational	657.	689.
Work Experience Programme	657.	689.
Administrative Assistants, 2 schools	603.	633.
Audio Visual Technician	603.	633.
Intermediate Auditor	603.	633.
Internal Auditor	603.	633.
Administrative Officer, Business Services	547.	574.
Manager, Accounting and Budget	547.	574.
French Teachers, 2 or 3 moves per day	493.	517.
Systems Supervisor	465.	488.
Manager of Computer and Technical Services	465.	488.
Manager, Personnel and Employee Relations	465.	488.
Accounting Supervisor	465.	488.
Research Supervisor	465.	488.
Budget Supervisor	465.	488.
Social Worker, Compensatory Education	438.	460.
Consultants - Part-time	438.	460.
Principals of Two Schools	438.	460.
Office Assistant, Computer Education	438.	460.
Educational Assistants - Speech Aids	438.	460.
French Teachers, 1 move per day	355.	372.
Principal's Assistants and Teachers in more than one school	355.	372.
English as a Second Language	355.	372.

	September, 1985	Proposed September, 1987
School Secretaries, 2 schools	$ 328.	$ 344.
Bus Supervisors	328.	344.
Educational Assistants, 2 schools	328.	344.
Science Technician	328.	344.
Staff Members using cars on Board Business	32¢ per mile	34¢ per mil

Budget Amount	PROJECT	August	September			
		31	4	11	18	25
[illegible],000	G. L. Armstrong -- Addition	100%				
15,000	Lawfield Science Lab	95%	95%	95%	100%	
14,000	Huntington Park - Renovations for handicapped	100%				
19,000	Linden Park -- Renovations for handicapped	100%				
45,000	Prince of Wales -- Insulated Windows	70%	100%			
10,000	Sanford Avenue -- Renovations	100%				
30,000	Viscount Montgomery -- Science Lab	95%	95%	95%	100%	
70,000	Portables -- C. B. Stirling (Replacement)	90%	95%	100%		
20,000	Caledon - Altered Ed.	100%				
70,000	Hill Park -- New Boiler	80%	85%	90%	100%	
15,000	Scott Park -- Woodshop	100%				
[illegible],000	Westmount -- Science Labs	95%	95%	95%	100%	
32,000	Southview -- Renovations	100%				

R. A. Riddell -- Gym Additions: Drawings in progress; tenders to be called in Sept.

Agnes MacPhail -- Renovations: Drawings in progress; tenders to be called in Nov.

Board of Education,
Hamilton, Ontario.
1987 08 27

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

The attached report outlines the programme established between the Board and the City of Hamilton in 1978. This programme provided a credit to the Hamilton Culture and Recreation Department for the use of certain two-man schools with the understanding that recreation use of all schools would be increased in order that total revenue to the Board would not be decreased.

The total usage of these schools amounted to rentals of $7,900.00. In addition users were doubled up at certain schools allowing the use of one facility to two groups in one night and thereby reducing the overall rental cost to the Culture and Recreation Department. The rental figure for the ten month period 1986 and 1987 compares as follows:

September 1985 to June 1986	$	137,990.00
September 1986 to June 1987	$	149,063.00

There will be a credit to the Culture and Recreation Department of $7,900.00.

Effective September 1987 there will be eight two-man elementary schools that will qualify for this credit.

We recommend that this credit programme be continued for another year 1987 09 01 to 1988 06 30.

Yours truly,

John Penner,
Business Administrator/Treasurer.

dl

Attach.

SUMMARY OF SCHOOL RENTALS

NUMBER OF TIMES IN USE

INCLUDES BOTH GYMS AND AUDITORIUMS -- AFTER SCHOOL HOURS

	1981				1982			
	Recreation	School Use	Other Organizations	Total	Recreation	School Use	Other Organizations	Total
ELEMENTARY	2639	430	614	3683 *	3241	573	597	4411
SECONDARY	1554	1150	679	3383 *	2088	1287	783	4158
	4193	1580	1293	7066 *	5329	1860	1380	8569

* Caretakers strike 7 weeks

	1983				1984			
ELEMENTARY	3458	623	418	4499	3542	698	608	4848
SECONDARY	1833	1269	709	3811	1867	1146	747	3760
	5291	1892	1127	8310	5409	1844	1355	8608

	1985				1986			
ELEMENTARY	3734	748	751	5233	3946	886	809	5641
SECONDARY	1783	986	878	3647	1997	813	764	3574
	5517	1734	1629	8880	5943	1699	1573	9215

Total Revenue from all sources on rentals of our school facilities to Recreation and Outside Contracts

		1986		1985
Recreation Rentals				
Secondary	$ 40,882.00		$ 37,543.00	
Elementary	96,555.00		94,788.00	
Vocational	4,920.00	$ 142,357.00	3,500.00	$ 135,831.00
Outside Contracts				
Secondary	42,556.00		42,389.00	
Elementary	21,028.00		47,328.00	
Vocational	240.00		1,379.00	
T.R.	-		360.00	
Ed. Centre	-	$ 63,824.00	140.00	$ 91,596.00
Closed Schools & Rented Classrooms (in operating schools)				
Day Care	$ 3,779.00		6,668.00	
Closed Schools	977,350.00	$ 981,129.00	740,288.00	$ 746,956.00
GRAND TOTAL		$1,187,310.00		$ 974,383.00

Total Revenue from all sources on rentals of our school facilities to Recreation and Outside Contracts:

	1986 Total
Secondary	$ 83,438.00
Elementary	117,583.00
Vocational	5,160.00
Trainable Retarded	-
Education Centre	-
	$ 206,181.00

Closed Schools & Rented Classrooms (in operating schools)

Agnes MacPhail	
Hamilton Jewish Community Centre	2,000.00
Bartonville	
Mohawk College	20,351.00
Bell Cairn	
Redeemer College	28,090.00
Binkley	
Wentworth Library Board	24,590.00
Brantdale	
Mohawk College	68,127.00
Burkholder Drive	
Columbia Secondary School	59,071.00
Central	
Dalton Insurance	73,569.00
Dundurn	
Reliable Life	17,076.00
Eastview	
Ham. & Dist. Association for the Mentally Retarded	1.00

Elizabeth Bagshaw	
I Car	100.00
Glenview	
South Central Regional Library	73,757.00
Highview	
Mohawk College	135,153.00
McIlwraith	
Theatre Aquarius	17,883.00
Regional Muncipality of Hamilton-Wentworth	11,776.00
Mohawk Trail	
Mohawk College	74,400.00
Norwood Park	
Separate School Board	37,080.00
Onteora	
Japanese Association	21,120.00
Princess Elizabeth	
Wentworth Montessori	19,698.00
Ridge	
Southern Ontario College	19,314.00
Ryckman's Corners	
Heritage Christian College	7,715.00
Southmount	
Separate School Board	254,179.00
Stinson Street	
Hamilton Teachers' Federation	2,556.00
Union	
Paradise Corner Day Care	9,184.00

Westdale	
Woodview Children's Centre	560.00
Various Schools	
Day Care	3,779.00
	981,129.00
Total from previous page	206,181.00
Total Revenue from all sources on rentals of our school facilities	$1,187,310.00

OUTSIDE GROUPS WHO USE THE GYM FACILITIES AT OUR SCHOOLS

JANUARY - DECEMBER 1986

ADELAIDE HOODLESS

SPCA - Sports	Mondays
St. Peter's Hospital - Sports	Wednesdays

A. M. CUNNINGHAM

Walk to Centre	Tuesdays & Thursdays

BENNETTO

Mens Basketball League	Mondays
Recreation Centre	Tuesdays to Sundays

CARDINAL HEIGHTS

Conqueror II Drum & Bugle Corps	Mondays & Wednesdays

CECIL B. STIRLING

30th Guides	Mondays
68th Pathfinders	Mondays
30th Brownies	Wednesdays
30th Pathfinders	Wednesdays
Martial Arts Academy	Fridays

CENTRAL

Adventures in Friendship Singles-volleyball	Tuesdays
Walk to Centre	Wednesdays
John Howard Society	Thursdays

CHEDOKE

Youth for Christ - sports night	Mondays
77th Guides	Tuesdays
66th Brownies	Wednesdays

DALEWOOD

Recreation Centre	Mondays to Sundays

DR. J. EDGAR DAVEY

Hamilton East Kiwanis Boys & Girls Clubs	Tuesdays, Thursdays Fridays

ELIZABETH BAGSHAW

35th Scouts	Mondays
58th Pathfinders	Mondays
Recreation Centre	Mondays to Saturdays

FAIRFIELD

Hamilton East Kiwanis Boys & Girls Clubs	Tuesdays
6th Cubs & Scouts	Wednesdays

GEORGE L. ARMSTRONG

Conqueror II Drum & Bugle Corps	Mondays & Wednesdays

GEORGE R. ALLAN

Society of Creative Anachronism - sports	Wednesdays

GIBSON

Armenians	Tuesdays
100th Brownies & Guides	Wednesdays
Afro-Canadian Caribbean Association - sports	Thursdays & Fridays

GLEN BRAE

Hamilton Express Volleyball Club	Thursdays

GLEN ECHO

92nd Brownies & Guides	Tuesdays

HESS STREET

Wesley House - sports	Mondays
Hess Street Baptist Mission Boys Club	Tuesdays
John Howard Society	Wednesdays

HILLSDALE

Hamilton East Kiwanis Boys & Girls Club	Mondays

HOLBROOK

55th Pathfinders	Mondays
77th Brownies	Tuesdays
66th Guides	Wednesdays

HUNTINGTION PARK

60th Brownies & Guides	Tuesdays
Elliott Heights Baptist Church - volleyball	Fridays

JAMES MACDONALD

West Highland Baptist Church - sports	Tuesdays
Gourley Park Community Cubs & Scouts	Thursdays

KING GEORGE

Bethany Boys Club	Thursdays

LAKE AVENUE

Hamilton Serbian Youth Soccer Club	Mondays & Fridays
Walk to Centre	Tuesdays & Thursdays
Croations	Wednesdays

LAWFIELD

98th Brownies	Wednesdays

LISGAR

Mount Albion Pentecostal Church	Wednesdays

LINDEN PARK

Lawfield Atom Selects	Mondays

LLOYD GEORGE

Walk to Centre	Mondays & Thursdays

MEMORIAL

Ukrainian Nation Youth Federation	Mondays
Agro Zaffiro - volleyball	Tuesdays
Atkinson Engineering - volleyball	Tuesdays
Croation Youth Soccer Club	Wednesdays
Serbian National Theatre	Thursdays

MOUNTVIEW

55th Brownies	Mondays
55th Guides	Tuesdays
The Spectator - sports	Wednesdays
100th Cubs, Scouts & Beavers	Thursdays

PARKDALE

Jr. Chaika Society	Fridays

PEACE MEMORIAL

Abbacus Colour Guard	Wednesdays
Queensdale Bible Chapel	Thursdays

PRINCE OF WALES

Youth Volleyball League	Wednesdays

PRINCE PHILIP

37th Sea Scouts	Mondays & Tuesdays

QUEENSDALE

Mountain Y M C A	Mondays, Tuesdays, Thursdays, Saturdays
Ridge Raiders Drum and Bugle Corps	Wednesdays

QUEEN VICTORIA

Hamilton East Kiwanis Boys & Girls Club	Mondays to Fridays

R. A. RIDDELL

8th Guides	Mondays
29th Algonkin Group Committee - Scouts	Tuesdays
8th Brownies	Wednesdays
West Highland Baptist Church - sports	Fridays

RED HILL

7th Cubs	Mondays
58th Brownies & Guides	Tuesdays

RICHARD BEASLEY

Berrisfield Community Council - sports	Mondays
Mount Hamilton Soccer Club	Fridays

ROBERT LAND

86th Brownies, Guides & Pathfinders	Mondays

ROSEDALE

Hamilton East Kiwanis Boys & Girls Club	Wednesdays
Hamilton Croation Jr. Tamburitzans	Thursdays

ROXBOROUGH PARK

Walk to Centre	Mondays & Wednesdays

RYERSON

Recreation Centre	Mondays to Sundays

SANFORD AVENUE

Recreation Centre	Mondays to Saturdays

SENECA

Walk to Centre	Tuesdays & Thursdays
Mount Hamilton Soccer Club	Wednesdays

SIR ISAAC BROCK

Croation Youth Holy Cross Soccer Club	Mondays, Tuesdays Thursdays
6th Stoney Creek Cubs	Wednesdays

STINSON STREET

Hamilton East Kiwanis Boys & Girls Club	Mondays to Fridays
Mixed Volleyball	Wednesdays

STRATHCONA

Main Street Cafe	Tuesdays
Chedoke Child & Family Centre	Thursdays

THORNBRAE

Jocks & Jugs Ladies Slo-Pitch	Mondays

TWEEDSMUIR

Dawn Patrol Group Home	Mondays
Inter Group Home Social Committee	Wednesdays
Family Services Group Home	Thursdays

VERN AMES

Elliott Heights Baptist Church - volleyball	Mondays
Abbacus Colour Guard	Tuesdays & Fridays
98th Guides	Wednesdays

VISCOUNT MONTGOMERY

Parkdale Hockey Pee Wee Team	Mondays
East Hamilton Soccer Club	Tuesdays
Falcon Soccer Club	Wednesdays

WESTWOOD

West Highland Baptist Church	Mondays & Tuesdays

W. H. BALLARD

East Hamilton Soccer Club	Mondays
Recreation Centre	Tuesdays
Hamilton National Soccer Club	Wednesdays & Thursdays

WESTWOOD

57th Scouts, Cubs & Beavers	Mondays, Tuesdays, Wednesdays
Hamilton East Kiwanis Boys & Girls Club	Thursdays

BARTON

Hamilton & District Soccer Association	Mondays
Dofasco Badminton Club	Mondays & Wednesdays
Parents Without Partners	Wednesdays
Bohemians Soccer Club	Fridays
Kerala Cultural Association - sports	Fridays

DELTA

Cancer Clinic	Tuesdays
Dofasco Ladies Basketball League	Wednesdays
Germania Club	Thursdays
Slovenia Sports Club	Fridays

GEORGES P. VANIER

Mount Hamilton Major Mosquito Soccer	Mondays
Parents Without Partners	Mondays
Ontario Soccer Association	Fridays & Saturdays

GLENDALE

Hamilton & District Ladies Basketball	Tuesdays
Sparta Soccer Club	Wednesdays
Hamilton Slovenia Soccer Club	Thurdays
Croation Youth Holy Cross Soccer Club	Fridays

HILL PARK

Recreation Centre	Mondays to Sunday

SCOTT PARK

Recreation Centre	Mondays to Saturday

SHERWOOD

Mount Hamilton Volleyball	Mondays
Dofasco Ladies Volleyball	Tuesdays
Dofasco Mens Volleyball League	Thursdays
Elliott Heights Baptist Youth Group Assoc.	Fridays
German Baptist Church Youth Group	Saturdays

SIR ALLAN MACNAB

Recreation Centre	Mondays to Sundays

SIR JOHN A. MACDONALD

Adult Mens Volleyball & Basketball	Sundays
Mount Hamilton Soccer Club	Mondays
City Hall Buildings Department - volleyball	Mondays
German Baptist Church	Tuesdays
Hamilton Ladies Slo-Pitch	Wednesdays
Jocks & Jugs	Wednesdays
Hamilton & District Ladies Basketball Assoc.	Thursdays
Hamilton Sparta Sports Club	Thursdays

SIR WINSTON CHURCHILL

Recreation Centre	Mondays to Saturdays

WESTDALE

Mens Volleyball & Basketball	Mondays
Stelco MPG Association	Tuesdays
Masters A Slo-Pitch Team	Wednesdays
Dofasco Mens Basketball League	Wednesdays
Navistar - volleyball	Thursdays
Hamilton Oldtimers Basketball	Thursdays
Chedoke-McMaster Hospital Volleyball	Thursdays
Lithuanian Sports Kovas	Saturdays

WESTMOUNT

Recreation Centre	Mondays to Sundays

AINSLIE WOOOD

Stelco Engineering - volleyball	Tuesdays
Dundas Basketball Association	Wednesdays
Hamilton Express Volleyball	Thursdays
First Reformed Church Cadets	Fridays

ALBION

Adults Basketball	Mondays
Stelco Mens Sports	Tuesdays
Hamilton Prokleen Soccer Club	Wednesdays
Sparta Sports Club	Thursdays

BRIARWOOD

Social Planning & Research Council	Mondays
58th Scouts	Tuesdays
58th Cubs	Wednesdays
Chedoke Child & Family Centre	Thursdays

CALEDON

Hamilton & District Ladies Basketball Assoc.	Tuesdays & Thursdays

CRESTWOOD

Eatons	Tuesdays

PARKVIEW

Hamilton Sparta Sports Club	Mondays & Tuesdays
Mount Hamilton Bohemians Social Club	Wednesdays

LOCATION OF PLAYGROUND PROGRAMMES

June 30 to August 22, 1986, Monday to Friday, from 9:00 a.m. to 5:00 p.m.

G. R. Allan
Lake Avenue
Mountview
Queen Mary
G. L. Armstrong
Sir I. Brock
Thornbrae
Hampton Heights

Glen Echo
A. M. Cunningham
Rosedale
W. H. Ballard
Peace Memorial
Lawfield
Vincent Massey
R. Beasley

James Macdonald
Roxborough Park
Ridgemount
Westwood
Caledon
Cardinal Heights
Lisgar
Fernwood Park

OUTSIDE GROUPS USING OUR AUDITORIA

JANUARY - DECEMBER 1986

BENNETTO (seating capacity 405)

St. Lawrence School - concerts	2	times	
Mr. Cesar Mesquita - concert	1		
New Star Children's Theatre Co.	10		
Portuguese School of Hamilton -year end celebration	1		
St. Brigid School - concert	1		
UFCW Local 1227 - meetings	2		
Welcome Inn Church Centre -celebration service	1		Total 18

BUCHANAN PARK (seating capacity 250)

Buchanan Park Church - meeting	1	Total 1

CENTRAL (seating capacity 250)

CUPE Local 167 - meeting	1	
Hamilton Street Railway Co. -meeting	1	Total 2

COMLEY (seating capacity 30)

Lounsbury Condominium Services -meeting	1	Total 1

DALEWOOD (seating capacity 300)

Hamilton Holland Club - concert	1	
Latvian Relief Society - play	1	
Ontario Choral Federation	1	Total 3

ELIZABETH BAGSHAW (seating capacity 754)

Colleen's Dance Studio	1	
Filigree Management Ltd. - meeting	1	
Greenhill Housing Co-op - meetings	2	
Lounsbury Condominium Services -meeting	1	
Music Production & Promotion -play	1	
Rusalka Group - concerts	2	
Tammy's Dance Factory	2	Total 19

EARL KITCHENER (seating capacity 250)

Miss Edna Smith - piano recital	1	Total 1

FAIRFIELD (seating capacity 300)

Family Services - Fashion Show	1	
Hamilton East Kiwanis Boys & Girls Club - Fashion Show	1	Total 2

GLEN BRAE (seating capacity 300)

Wentworth Condominium Services -meeting	2	Total 2

GEORGE R. ALLAN (seating capacity 199)

Westinghouse Childrens' Christmas Party	1	
Westdale Village Business Improvement Area - meeting	1	Total 2

HESS STREET (seating capacity 300)

Hamilton Property Management -meetings	2	Total 2

HOLBROOK (seating capacity 235)

Mrs. C. Barry - meeting	1	Total 1

LISGAR (seating capacity 290)

Hamilton Property Management -meeting	1	
Mount Albion Penetecostal Church	47	Total 48

PEACE MEMORIAL (seating capacity 285)

Eastbrow Co-operative Apartments -meeting	1	Total 1

R. A. RIDDELL (seating capacity 393)

Sol Frankel Properties - meeting	1	
Hamilton Property Management -meeting	1	Total 2

RED HILL (seating capacity 300)

Hamilton Property Management -meeting	1	
Wentworth Condominium Services -meeting	1	Total 2

RICHARD BEASLEY (seating capacity 300)

Hamilton Property Management -meeting	1	Total 1

SENECA (seating capacity 300)

Hamilton Property Management -meeting	1	Total 1

VERN AMES (seating capacity 300)

Wentworth Condominium Services -meeting	1	Total 1

WESTVIEW (seating capacity 312)

Hamilton - West NDP - meeting	1	Total 1

W. H. BALLARD (seating capacity 960)

Y W C A - dance recitals	2	Total 2
TOTAL		113

BARTON (seating capacity 666)

Childrens' Dance Co.	2	Total 2

DELTA (seating capacity 847)

Salvation Army - concert	1	Total 1

HILL PARK (seating capacity 750)

Greening Donald Co. - Childrens Christmas Party	1	Total 1

SCOTT PARK (seating capacity 722)

Deans Kawai Keyboard Centre	1	
Mr. Frank Duckett - gospel concert	1	
Gericho Road Music Publications	1	
Mr. R. Gogna - concert	1	
Hamilton Dante Centre - concert	1	
Hellenic Community -closing ceremony	3	
Ismaili Youth Organization -concert	1	
Jehovah's Witnesses - meeting	1	
Latvian Dance Group	2	
Lithuanian Canadian Community -concert	1	
Ontario Conservatory of Music	1	
Pakistan Canadian Association - concert	1	
Polish Combatants' Association -concert	4	
Punjabi Cultural Society - concert	1	
St. Mary's Ukrainian Dance School	1	
Society Club Craconia - concert	1	
Mrs. I. Spleit - violin recital	1	
Stanley Precision - Childrens Christmas Party	1	
Studio 33 - dance recitals	2	
Symphonia Choir	1	
Jerry VanDyke Travel Service -film show	1	
Youth for Christ - meeting	2	Total 30

SHERWOOD (seating capacity 756)

Mr. Terry Ball - violin recital	1	
Canadian Cancer Society	1	

SHERWOOD (continued)

Colour Photographic Club of Hamilton - film show	2	
Elsie's Dance Studio	3	
Hamilton & District Highland Dance Teachers Association	1	
Hamilton Men Teachers Choir	5	
Hamilton Philharmonic Youth Orchestra	2	
June Sweeney School of Dance	4	
Youths' Nuclear Group -meeting	1	
Jehovah's Witnesses - meetings	4	Total 24

SIR A. MACNAB (seating capacity 712)

Christian Heritage Party of Canada -meeting	1	
Miss C. Colenbrander - violin recital	1	
Hamilton Law Association - meeting	1	
Hamilton - Wentworth Roman Catholic Separate Board - plays	5	
Wendy's Restaurant - meetings	2	
World Wide Church of God-services	37	Total 49

SIR JOHN A MACDONALD (seating capacity 776)

Festitalia Corportation - concerts	2	
Hamilton Theatre Inc.	50	
Joanne's Place of Dance	2	
Jr. Chaika Cultural & Education Society - concert	1	
Players Guild of Hamilton Inc.	60	
Spanish Speaking Association -year end celebrations	2	Total 117

SIR WINSTON CHURCHILL (seating capacity 704)

Bach Academy for the Performing Arts	1	
Cardinal Newman High School - concerts	3	

SIR WINSTON CHURCHILL (continued)

C Y M K - Ukrainian Self Reliance League - Concert	1	
Polish Association - concert	3	
Polish Vets Canadian Legion - concert	1	
Ukrainian Canadian Committee - concert	2	Total 10

WESTDALE (seating capacity 976)

Afro-Canadian Caribbean Assoc.	2	
Ancaster Cancer Society - fashion show	2	
Argyle Citadel Band	1	
Aukuras Drama Group	2	
Barbados Association - concerts	2	
Mrs. Kosha Braum - violin recital	1	
Canadian National Ski Team - movie night	1	
Dante Schools - concerts	2	
Hamilton Suzuki School of Music	1	
Lithuanian Relief Funds - concerts	2	
McMaster Medical Students Union - concert	1	
Marilyn Szwec School of Dancing	5	Total 22

WESTMOUNT (seating capacity 776)

Dorothy Boyd Dance Studio	2	
Kerala Canadian Culture Assoc. - concert	1	Total 3
TOTAL		259

OUTSIDE GROUPS WHO USE THE GYM FACILITIES AT OUR SCHOOLS

JULY AND AUGUST 1986

CENTENNIAL	
Hamilton - Wentworth Housing Authority	Tuesdays
DALEWOOD	
Recreation Centre	Tuesdays & Thursdays
HILLSDALE	
Hamilton - Wentworth Housing Authority	Wednesdays
LISGAR	
Hamilton - Wentworth Housing Authority	Tuesdays
R. A. RIDDELL	
Hamilton - Wentworth Housing Authority	Tuesdays
RED HILL	
Hamilton - Wentworth Housing Authority	Tuesdays & Wednesdays
ROXBOROUGH PARK	
Hamilton - Wentworth Housing Athority	Wednesdays
SANFORD AVENUE	
Recreation Centre	Tuesdays & Thursdays
SENECA	
Hamilton - Wentworth Housing Authority	Tuesdays
BARTON	
CANUSA Girls' Volleyball	Mondays, Tuesdays Thursdays
GEORGES P. VANIER	
CANUSA Volleyball	Mondays
SHERWOOD	
CANUSA Girls' Basketball	Tuesdays & Thursdays



SIR ALLAN MACNAB

CANUSA Boys' Basketball	Mondays & Tuesdays
Recreation Centre	Tuesdays & Thursdays

WESTDALE

CANUSA Boys' Volleyball	Mondays, Tuesdays Wednesdays
CANUSA Wrestling	Mondays, Wednesdays Thursdays

Board of Education
100 Main Street West
Hamilton, Ontario

1987 08 27

To the Chairman and Members
Business Management Committee
Board of Education
Hamilton, Ontario

Ladies and Gentlemen:

Inverness School and Site

Inverness School was closed on June 30, 1987. The school dates back to 1912 with additions in 1917 and 1922, and renovations were made in 1969. Inverness School has a total square footage of 32,801 and is situated on a 1.20 acre site. Attached are the floor and site plans.

The property has a "C" and "D" zoning, which allows single family and duplex dwellings.

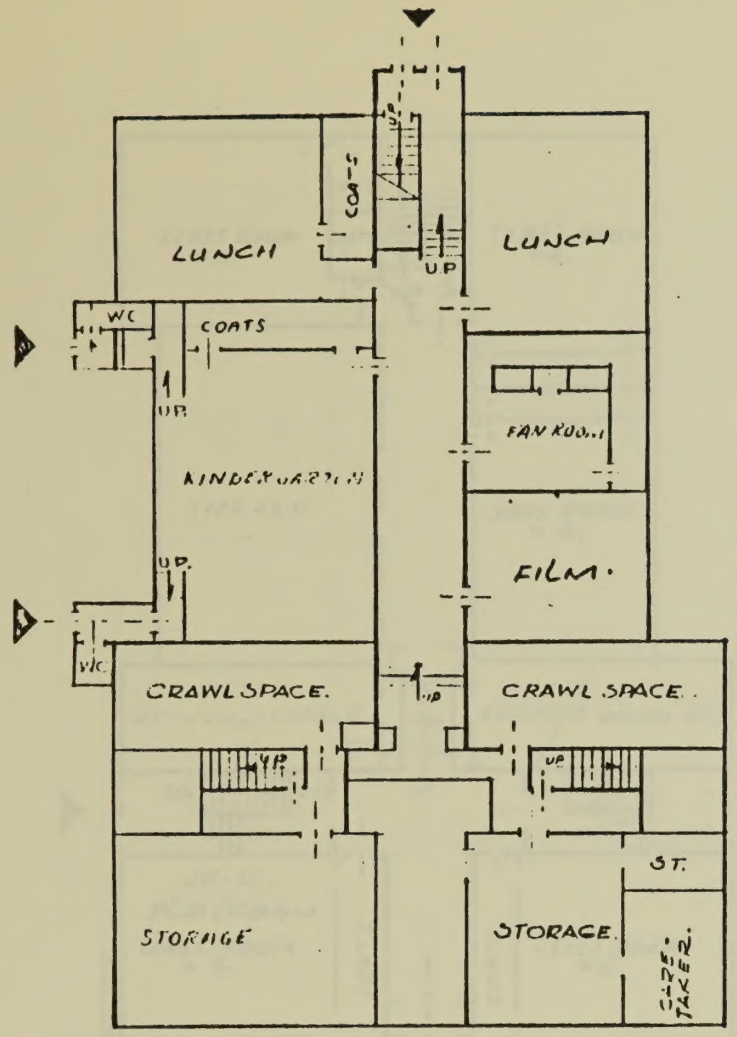
It is recommended that:

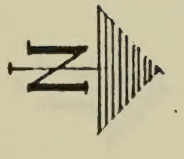
Inverness School and site be declared surplus to the Board's needs and be sold in full accordance with Ministry regulations with the understanding that the Board will not require additional accommodation to replace Inverness School in this attendance area within ten years of the date of disposal.

Respectfully submitted,

John Penner
Business Administrator/
Treasurer

/kb



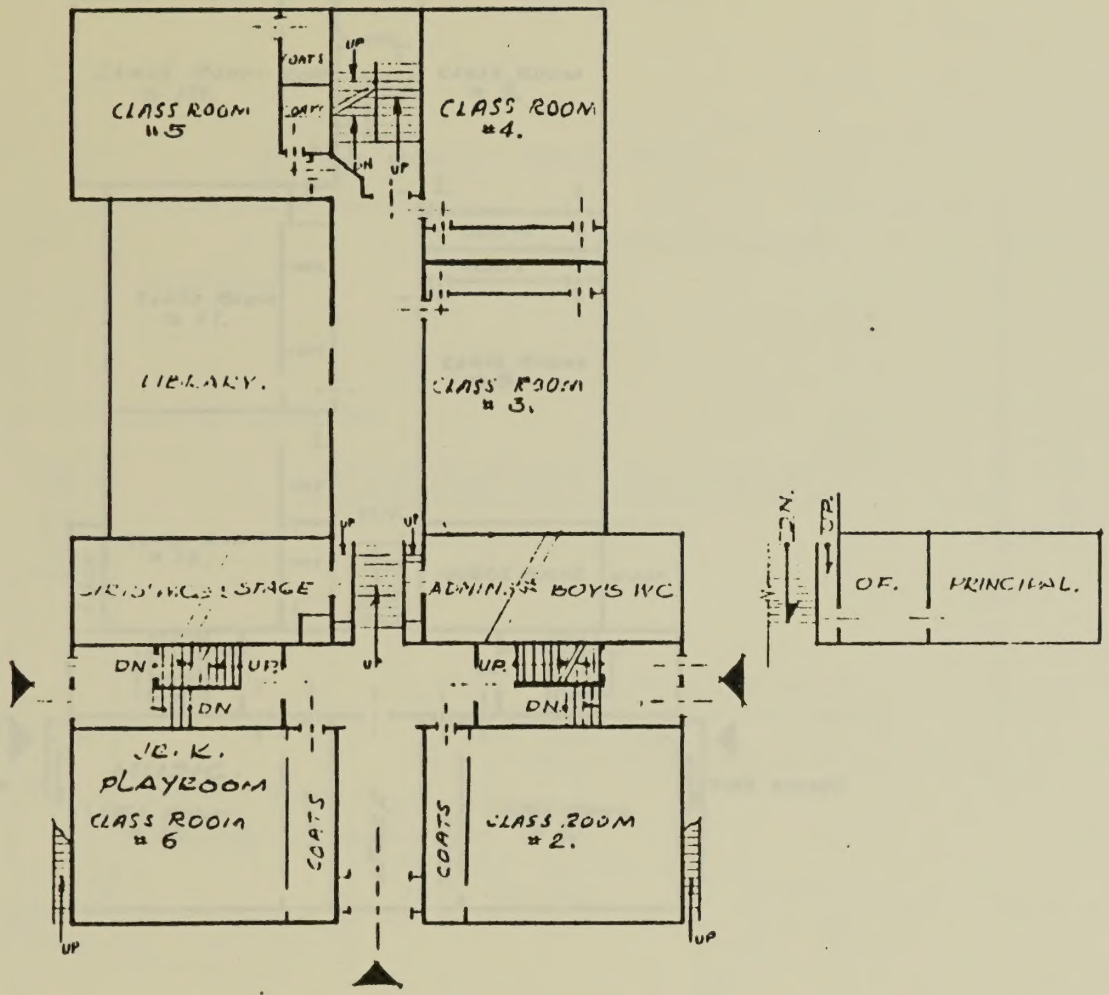


The Board of Education for The City of Hamilton		
Scale 1"-30"	Title INVERNESS	Sht. No. 1 of 2
Date 2/13/73	Area BASEMENT	Det. No.



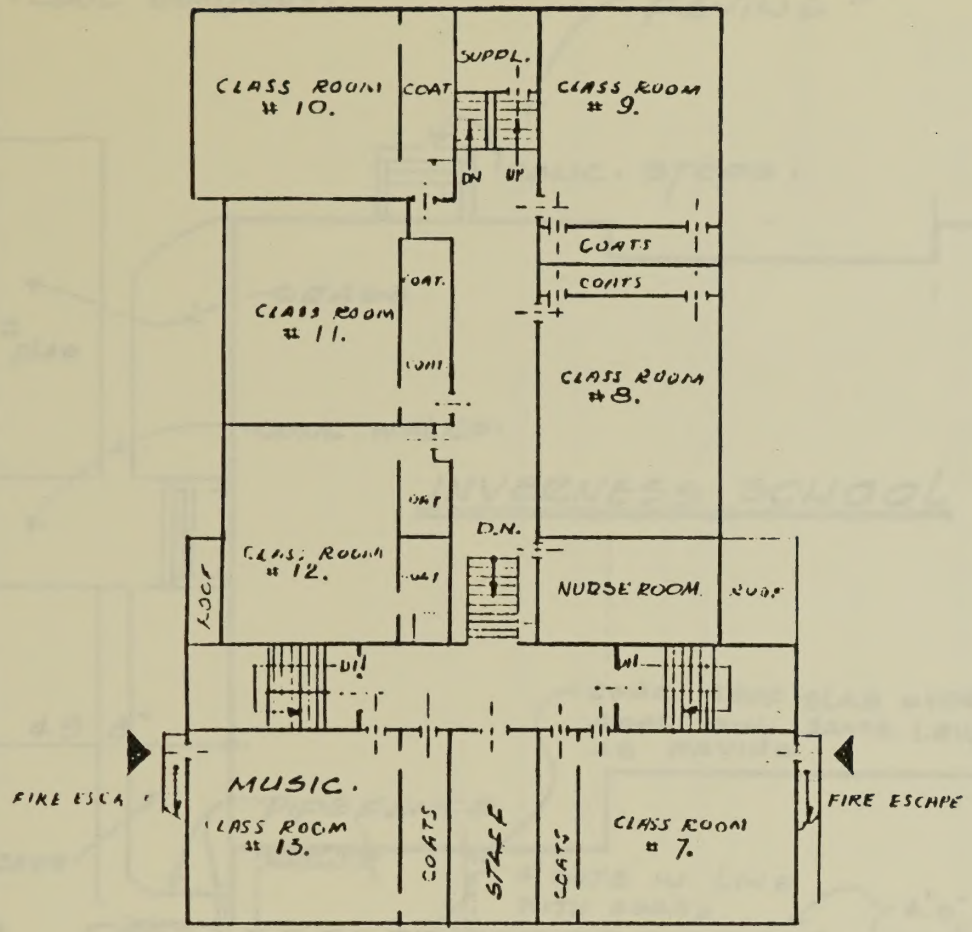




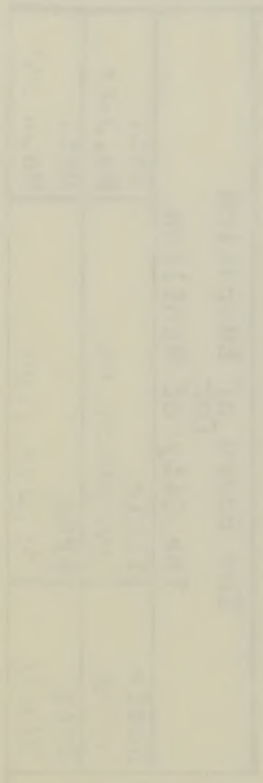


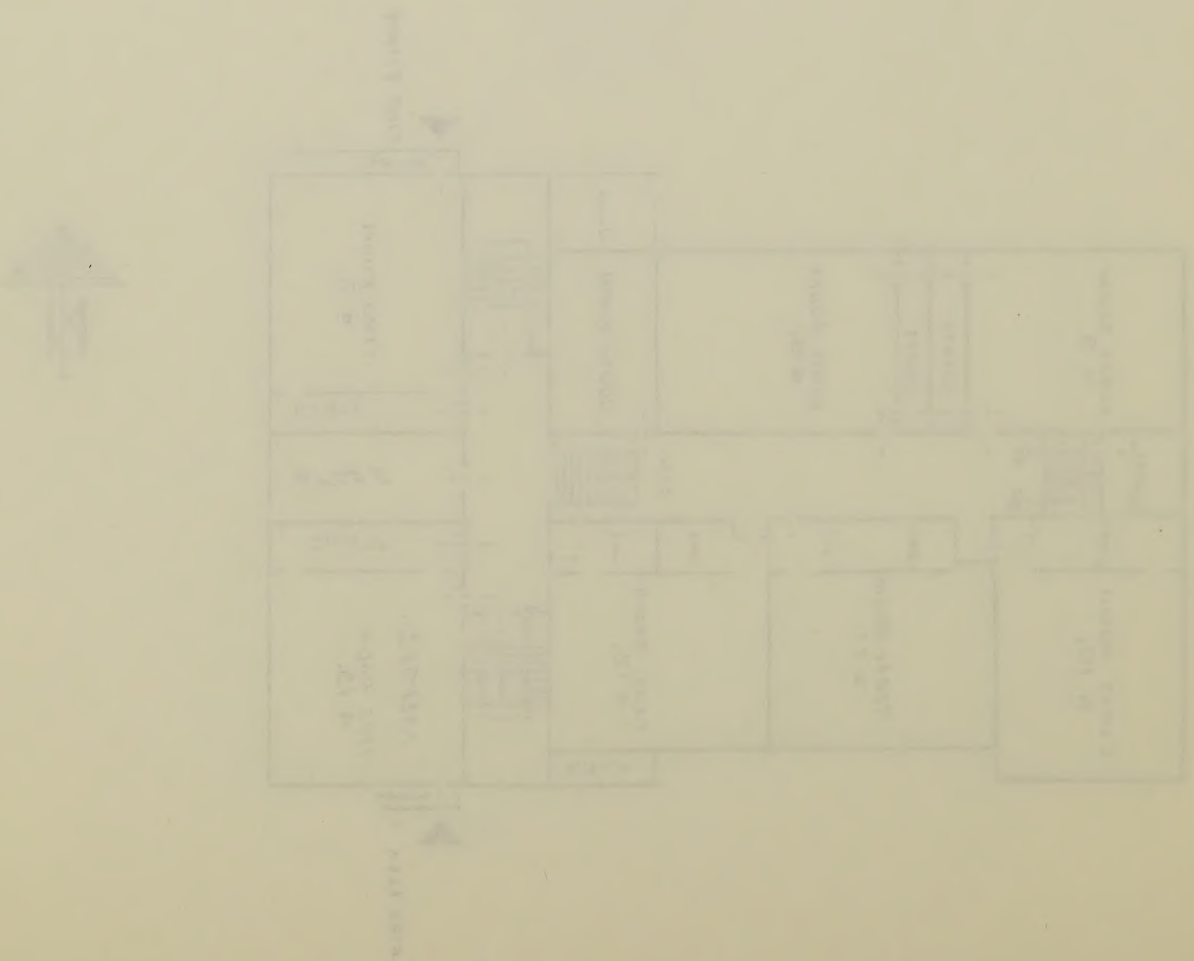
The Board of Education for The City of Hamilton		
Scale 1'-30'	Title INVERNESS P.S.	Sht. No. 2 of 5
Date 2/3/73	Area GROUND FLOOR	Det. No.

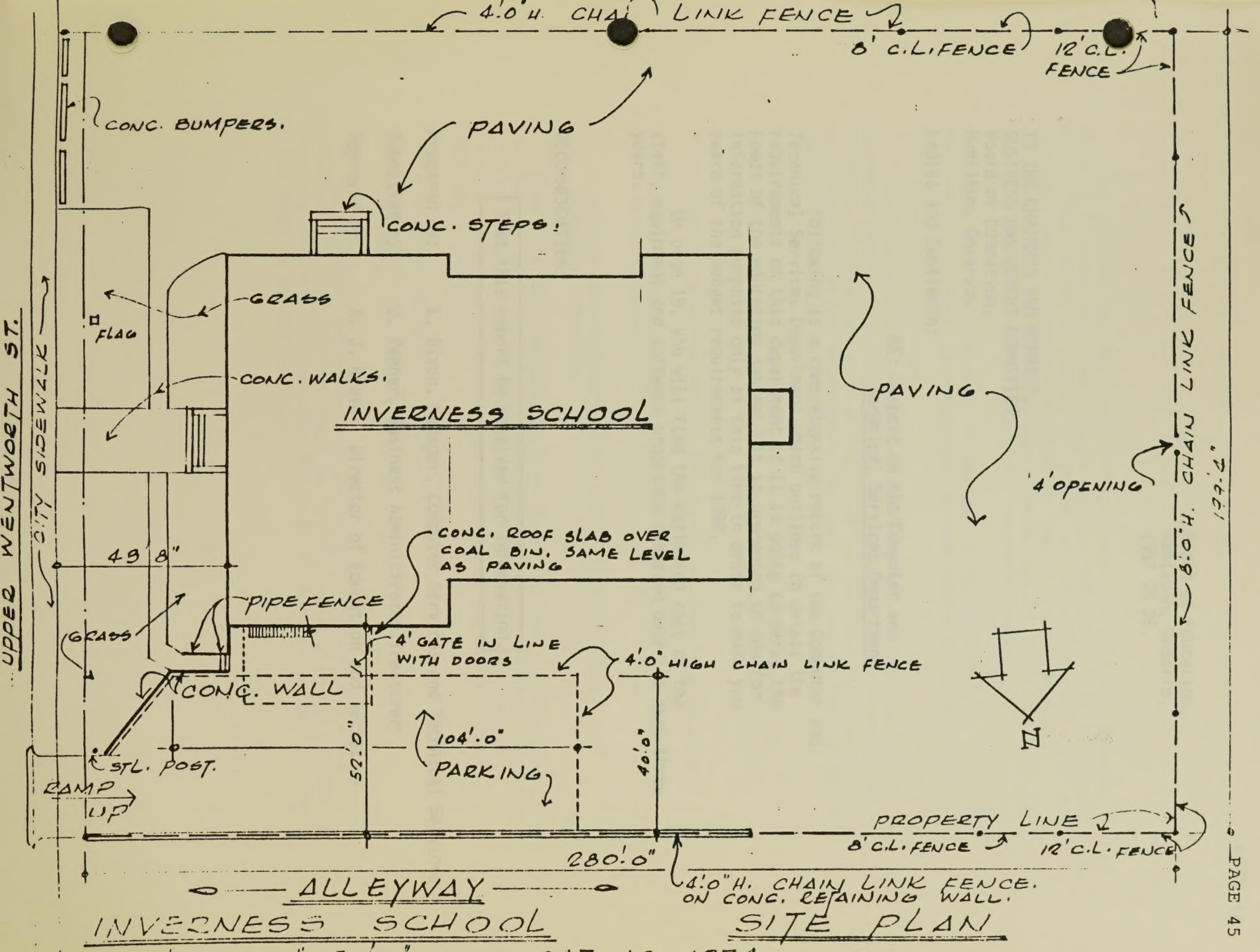




The Board of Education for The City of Hamilton		
Scale 1"-30'	Title INVERNESS P.S.	Sht. No. 3 of 3
Date 2/3/73	Area SECOND FLOOR	Det. No. [illegible]







INVERNESS SCHOOL

SITE PLAN

SCALE: 1" = 30'.0"

OCT. 10, 1974



Board of Education,
Hamilton, Ontario,
1987 08 26.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.

Ladies and Gentlemen:

RE: Report on the Computer and
Technical Services Department

Following is a comprehensive report of the Computer and Technical Services Department which outlines in detail the requirements of this department if it is going to serve the needs of the education system. It is presented to you for information purposes only at this time in order to make you aware of the budget requirements for 1988.

On page 19, you will find the estimated cost of the staff, equipment and software programme required over the next three years.

RECOMMENDATION:

That this report be received for information.

Prepared by: L. Dixon, Manager, Computer Services and Technical Services

Submitted by: J. Penner, Business Administrator/Treasurer

Approved by: A. J. Krever, Director of Education and Secretary

INTRODUCTION

The Computer and Technical Services Department provides a broad range of administrative and support services for many of the Education Centre Departments and school offices across the entire city. Although the department is perceived as being primarily involved with the operation of the Board's mainframe computer system, it is also charged with a number of other administrative responsibilities.

This report will present an overview of the department's responsibility areas, its evolution, present status and considerations for the future.

Over the past five years, the department has experienced an increased demand from virtually all user areas for enhanced automated services. This demand is at a level that has not been experienced at any other time in the department's history. The primary reasons for the increased demand can be attributed to:

- pressures on schools and Education Centre departments for additional integrated information for planning, analysis and reporting purposes

- need for more streamlined methods of information processing

- changes in technology related to on-line computer systems and microcomputers

- growing user awareness of the capabilities of the new and changing technology

Presently, the Computer Services Department does not have the resources to meet the needs of the education system. This is resulting in frustration amongst user areas as well as within the Computer Services Department. The shortage of resources can be identified in three major categories:

- Computer Hardware
- Data Base and Enquiry Software
- Personnel

The following recommendations and supporting exhibits present solutions that will provide tangible, ongoing benefits to the process of educating children and also meet the needs of those areas that provide a broad range of support services.

INDEX

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STAFFING	9
EDUCATION SYSTEM NEEDS	12
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OTHER DEPARTMENT ACTIVITIES	20
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RECOMMENDATIONS

That the Computer Services Department be given approval to:

1. Coordinate the implementation of a program to provide the necessary information systems to meet the Board's needs. The resources and requirements for this program would be detailed in the 1988 Budget.

2. Upgrade the existing mainframe computer system to bring its processing capabilities to a level that will meet the Board's needs for at least the next five years. The needs to be met would include the installation of a city-wide electronic communications network, the conversion of most computerized batch applications to on-line processing and the acquisition of electronic mail and messaging systems.

3. Acquire the necessary equipment for installation at school locations.

4. Acquire the necessary software to support both the equipment configurations and the needs of the system's users.

5. Acquire the necessary staff to support this program.

EXISTING EQUIPMENT

MAINFRAME

In 1978, after receiving the recommendations of an outside consultant, the Board gave approval for the Computer Services Department to replace its aging IBM 360 system (acquired in 1967) with an IBM 370 system. In 1984, the 370 system was upgraded from a model 115-2 to a model 4361-5.

The present system (See Exhibit A) is utilized to process the Board's administrative batch applications and to provide on-line processing to the Education Centre, the Secondary schools and two pilot Elementary schools. There are 82 on-line devices (terminals and microcomputers) attached to the on-line system (48 at the Education Centre, 34 in the schools).

While the existing configuration copes well most of the time, its performance is impacted dramatically during the processing peaks in September and January. These peaks are caused by high usage in the Secondary schools and the overall system load in September and January. Normal system response time of one to two seconds degrades to the ten to fifteen second range during processing peaks.

These facts would not be as great a concern in themselves if it was not for the **additional applications that are being requested by the system users.** Quite simply, a computer system's on-line performance is mainly dependent on the load generated by the users at the terminals. The number of terminals (within reason) is not a prime factor in overall system performance. We could in fact attach all of our schools to the present system and install a terminal on all of our employees' desks. The mainframe, however, would probably begin to fall behind by 9:05 a.m. each morning and transaction response times would be measured in minutes not seconds (recent studies in several universities have indicated that terminal user productivity is maximized when response time is maintained at sub one second levels).

From a hardware perspective, the main ingredients of an efficient on-line processing system are:

1. An electronic network of sufficient line-speed and sophistication to service the remote devices.

2. Direct access storage devices (hard disks) of sufficient number, storage capacity and speed to service information retrieval requests.

3. A central computer system (mainframe) with sufficient memory (RAM) and processing power to process the transactions for the most part going on between the users at the terminals and the direct access storage devices.

   ("sufficient" can be interpreted as maintaining a sub two second response time at the user site during peaks)

The present equipment configuration does not have the memory, disk space or processing power to allow us to expand the existing applications to meet the Board's immediate needs, let alone plan for the future.

MICROCOMPUTERS

The present inventory of **administrative microcomputers** is quite small:

Secondary Schools (1 each)		18
Elementary Schools (Pilots)		3
Computer Services		5
- Backup System For Schools	1	
- Systems Section	1	
- Software Analyst	1	
- Software Development	1	
- Word Processing, Information Transfer	1	

In addition, there are approximately twenty other microcomputers distributed throughout the Education Centre. The care and support (excluding repairs) of these twenty microcomputers falls to the department using them. This is distinct from those in the school offices that were acquired through a program initiated by the Computer Services department.

The microcomputers used in the Education Centre and school offices are mostly IBM. The Computer Services Department uses two IBM, two COMPAQ and one IBM/ATI/NEC hybrid for development work. The most important requirement for most of the administrative microcomputers is that they be able to operate the **industry standard** MS-DOS operating system from MICROSOFT corporation. This provides the widest availability of software for any discipline.

The uses of the administrative microcomputers are many and varied:

- Word Processing
- Spreadsheets
- Bookkeeping
- Education Research Commission Data Base (Personnel Department)
- Graphics and Document Preparation
- Daily Attendance (some secondary schools)
- Student Timetabling (some secondary schools)
- Guidance (CHOICES program, some secondary schools)
- On-line Communications to Mainframe
- Cataloguing
- Statistics
- Information and Report Download from Mainframe
- Software Development

The explosion in use of microcomputers since 1981 has had a dramatic impact on the Computer Services Department. Support services to users are provided by; one of the mainframe operators, the mainframe software analyst, the systems section, the student records' coordinator, one of two data control clerks and the Manager of Computer Services. In short, support to user departments from Computer Services is an Ad Hoc arrangement causing frustration by all concerned (this issue will be addressed more fully in the section of this report dealing with staffing).

The positive opportunities available to us to reduce administrative effort throughout the system are in many cases being lost due to a shortage of support services available to our employees using microcomputers. Education, software evaluation, etc., at present play a secondary role to Computer Services main responsibilities related to the mainframe.

The Computer Services Department sees many areas where microcomputers can provide benefits and in some cases provide a better solution than the mainframe. Microcomputers require more in the way of education and training of the user than previous computers because the equipment and software is placed in the hands of the user. **If the Board continues to acquire and use microcomputers, a well organized support structure must first be put in place.**

EXISTING SYSTEM SOFTWARE

Prior to the popularization of microcomputers, the Data Processing profession used the word "Software" to describe those programs and languages that were acquired from vendors to create the operating environment for the Computer. Programs would then be written, (ie., Payroll, Accounting) to accomplish the necessary tasks.

Today, it appears to be generally accepted that all programs, whether they be purchased or written in-house, be referred to as software.

System software is the term used in the information processing world to describe; those programs that are used to control the operation of the computer system; programs that provide programming languages for writing programs; programs that provide the means to create and maintain data base files; programs that provide the means to conduct Ad hoc queries of data base files. The list is longer, but these are the main ones with which we are concerned.

Our present computer system, has the following system operating environment:

DOS VSE/SP	-	System Control Program
CICS	-	Telecommunications Monitor
ICCF	-	Program Library Maintenance
UFO	-	On-line Screen Handler
COBOL	-	Main Programming Language
VSAM	-	Data File Access Method
BTAM	-	Telecommunications Access Method

These terms are rather cryptic, but suffice it to say that they provide the Board with the environment to conduct programming and operational activities.

Two main pieces of system software are missing from the list. A **data base management system** and a **data base on-line query system.** These two systems are also usually the two most expensive, both in terms of financial resources and systems resources required for them to operate.

If one takes a basic file of data and creates from it a data base, the amount of space required to store the data base will increase. The total amount of space used will depend on the number of indices created for the data base. In a phone book, the name is the index. If you want to look up names using phone numbers, you will need another index (book). The same applies again for address.

A data base system provides the means to create the central file of data and create the necessary indices by specifying which ones are required. Further, the data base system will ensure that changes made to central files are reflected in the indices.

Data base query systems depend on all of the foregoing. In addition, data base query systems must have available to them sufficient computer memory to store enough of the data base indices to facilitate reasonable response times.

These query systems are used to request data from the data base in Ad hoc fashion. E.g., How many students from Hill Park and Westmount are taking year three Math and Physics at the advanced level?

The present Student Information System contains nearly 50,000 student registration records and nearly 1,000,000 student course records (historical, present and next year's options). Obviously, even a powerful computer would take some time to scan all of this data for an answer.

A data base system and a data base query system would provide the environment necessary to perform Ad hoc queries.

The present computer system does not possess sufficient space (disk) to store the data bases needed for our files nor does it have sufficient memory or processing speed to service the requests.

In summary, the present system software is sufficient to operate as we operate today. **It does not allow us to take advantage of all the data that now resides in the Board's mainframe.** For the past twenty years, we have built systems that provide services to the first line users. We must now begin to provide systems that provide benefits to all.

USER APPLICATIONS

The user applications (See Exhibit B) operating on the Board's mainframe consist of the programs that have been designed and written by department staff.

The total inventory consists of approximately 1500 discrete programs and on-line modules. The program library now contains nearly one million lines of program code. If printed in a book, the book would contain more than 15,000 pages. Some of the programs have been in existence for nearly twenty years and are in their third or fourth version.

The creation of this program library has in itself created a serious problem that is now recognized as being common to all data processing installations; maintenance of existing programs.

The cycle begins with a new computer and no programs. The programmers design, write and install an application and then begin a second application. During the process of creating the second application, the programmers are faced with maintenance tasks from the first. These maintenance tasks are due to a number of factors:

a) user requires additional features or modifications to existing systems

b) external influences force changes (tax table changes, Ministry of Education regulations)

c) undetected program flaws, etc.

Many of the users requested changes come as a result of the users seeing more clearly what they can do once they have a system.

As years go by and more and more systems are installed, the maintenance burden in the department reaches a state where very little new development is going on due to the pressures of keeping existing systems operational.

There are a number of areas that need to be addressed if this imbalance of maintenance versus development is to be corrected.

a) Increase the level of management commitment and involvement in setting priorities and ensuring user involvement in system design and implementation.

b) Acquire system software productivity tools to speed up both development and maintenance work.

c) Upgrade hardware processing power; as a general rule, more processing power will allow the development of systems that can be easier to develop and maintain. However, this is not automatic. The programming staff have to be aware of the possibilities for exploiting the power.

d) Increase staff. In January 1974, the department had in its Programming section, two Programmer Analysts and four Programmers. Today there is one Programming Supervisor, one Software Analyst and four Programmers to handle a much larger and sophisticated system.

Even with the problems the department has experienced, the level of programming work done is exceptional. Many of the criticisms about departmental activities turn out to be a lack of awareness of what is available.

What might be termed "public relations efforts" have been a shortcoming of the department. This is mainly due to a complete absence of staff in the department whose prime responsibility is to administer training, liaison, etc., in the Education Centre. In addition, the real or perceived division between the Academic and Business areas has led to problems with regard to communications and free information flow.

Compounding these problems has been the lack of clear direction and priority setting.

Of all the applications in the department, The Student Information System is now the largest and most sophisticated. Planning for the system began in 1984 with installation in September 1985. The potential benefits to be derived from the wealth of data within this system are enormous. Like the other systems, only on a much larger scale, the information it contains can be made so much more valuable if made available to all who require it, at the appropriate time and in the appropriate form.

This delivery of information can only be accomplished using on-line, data base oriented systems.

S T A F F I N G

Prior to May 1974, there were two distinct departments in the Business Panel conducting the systems and data processing activities.

Systems Department

Systems Supervisor	1
Systems Analysts	2
Systems Clerk	1
	4

Data Processing Department

Manager, Data Processing	1
Secretary	1
Programmer Analyst	2
Programmers	4
Operations Supervisor	1
Data Entry Supervisor	1
Data Entry Operator	3
Data Control Clerk	2
Computer Operator	4
	19
TOTAL STAFF	23

With the resignation of the Data Processing Manager (May 1974), the two departments were merged and became one. There was no replacement of the Manager.

In the intervening years, the department has been assigned the following additional responsibilities:

a) New Telephone System. The systems section coordinated the installation of the new system at the Education Centre and composite Secondary Schools. The responsibility for the maintenance, billing and modifications (as well as the Education Centre Directory) was assigned to the Systems section of the Department.

b) Equipment Repair Services. The department manager was directed to amalgamate the audio/visual and microcomputer equipment repair functions and take responsibility for the operation. The functions were consolidated at 220 Dundurn Street. The Operations Supervisor of the department was moved there to oversee the operation of the section (effectively reducing staff by one).

c) Daily Delivery Service. The department was directed to reorganize the various delivery operations functioning within the Board. This was done by consolidation into a single delivery system. The department maintains control over the operation.

d) Student Information System. As of September 1985, a JK to 13 system was implemented that would provide service to all schools. The liaison work to operate the system at all Board locations was assigned to existing staff. A member of the clerical staff was assigned this responsibility which included documentation manual writing, training and in-service.

e) Summer School. The summer school scheduling and record keeping operation is now conducted using microcomputers. The department manager designed, wrote and installed the software. Each year the department provides considerable assistance during start-up and shutdown of summer school as well as ongoing telephone support to the summer school offices.

f) Microcomputers. There is so much that could be done, but the resources simply do not exist. Eight members of the department now provide assistance and support to microcomputer users as best they can. This has not been an assigned responsibility, rather an acquired one.

In addition, there have been many new systems implemented including the installation of the on-line system with its inherent difficulties (devices throughout the city).

Present Staff complement of the Computer Services Department is as follows:

Manager, Computer and Technical Services	1
Secretary	1
Systems Supervisor	1
Forms and Procedures Coordinator	1
Student Records' Coordinator	1
Programming Supervisor	1
Software Analyst	1
Programmers	4
Data Control Clerk	3
Data Entry Operator	1.5
Computer Operator	3
TOTAL STAFF	18.5

This is a reduction of 4.5 employees when compared to 1974. The only additional resources have been supplied in the Operations area of the department in the way of overtime work. 1986 expenditures for overtime approached $25,000. This was reduced by $10,000 in the 1987 Budget due to the addition of a data control clerk position. This raised the staff complement to its present 18.5 employees.

In addition to the reduction in human resources, the number of people in senior administrative positions has been reduced from seven to four. This has resulted in a somewhat unfair practice of assigning administrative duties to clerical staff who have the capabilities.

The present Student Records' Coordinator performs all of the duties related to school liaison, training and in-service previously performed by a Systems Analyst responsible for The Student Information System. This is in spite of the fact that the system now includes all of our schools instead of just those in the Secondary Panel.

One of the Computer Operators is now the full-time scheduler in the Operations section, as well as providing backup to the Computer Room staff. In addition, many of the administrative duties previously performed by the Operations Supervisor have been assigned to this operator.

The Forms and Procedures Coordinator also has responsibility for the maintenance and control of the telephone systems and is assisting with day-to-day support of microcomputer acquisition and training.

The staff are becoming disillusioned as their ability to meet the needs of our system falls behind due to increased demand and diminished resources.

EDUCATION SYSTEM NEEDS

There are three primary sets of information presently stored in the mainframe system:

- Employee Information
- Student Information
- Financial Information

Each set of information supports a number of applications:

E.g., Employee Information
- Payroll
- Fringe Benefits
- Staffing
- Etc.

Student Information
- Timetabling
- Marks Processing, Report Cards
- Attendance
- Etc.

Financial Information
- Budget
- General Ledger
- Accounts Payable
- Etc.

While the applications that we presently process run well, pressing needs have arisen that demand **integration** of the data between systems.

E.g.,
- attachment of a teacher's timetable in the student system to the teacher's employment record in the employee system
- attachment of a student's record to the financial system for fee payment or tax assessment purposes
- attachment of an employee's record to the financial system for accounting and financial control

In addition to the need for integration of data, there are also the dual needs of selecting the necessary data and the delivery of the data in electronic form (on-line).

These are overall general needs of the system that would be met by:

- conversion of batch systems to on-line
- installation of a new mainframe
- acquisition of appropriate system software
- installation of on-line devices in our schools and Education Centre departments
- training

The specific needs of the educational systems relate more to functional areas and tasks. Many of the problems faced in school offices and the Education Centre with regard to information requirements can be attributed to a changing environment.

- Changing Ministry Regulations
- OSIS
- Special Education
- Separate School Funding
- Immunization Regulations
- Changing Grant Structures
- Declining Enrolment
- Aging of School Plant
- Labour Relations
- Two Career Families
- More Transient Population

These are just a sample of the external pressures that have forced change in the educational system. The end result has been a general drain on educators due to increased paperwork and administrative tasks. The very people who are charged with the prime responsibility of educating students are experiencing a continual erosion of the time they have available to address this responsibility.

A few examples would be appropriate.

Timetabling

Approximately 20 to 25 years ago, the change was made in Secondary Schools to individualized student timetables and subsequently semestering. The individualized timetables were in fact made possible by computerization. With the tailoring of timetables to meet each student's needs, Guidance Counsellors are faced with the administrative task of constructing timetables that "fit" the school schedule when changes are required after the school has been "set" in July. Add to this the need to keep track of class loadings at all times (due to contract issues) and one can see that a larger and larger portion of time is being taken from the Guidance Counsellor's prime role.

Film Booking

Once conducted by hand, this process was converted to a computerized system approximately fifteen years ago. At the time, it was a vast improvement. A teacher completed a form specifying one or two choices of film and date and the computer system would book the films and maintain all necessary records of delivery dates, pickup dates, usage, etc. The teacher received an acknowledgement slip of the transaction. As the use of the system increased, the teachers received more and more "NOT AVAILABLE" notices.

An on-line system that will contain all media, has been developed for implementation in September 1987. It will be operated by phone-in service to Education Centre staff who will operate the terminal.

If this system was available in the staff rooms of the schools and had the added feature of helping a teacher scan the data base for appropriate media, the delivery of the appropriate media at the

appropriate time would be enhanced significantly. A teacher would know immediately if the media was available and if not, find an appropriate replacement in the data base.

Special Education

Boards of education must identify and meet the needs of all special children. This involves the retention of a set of records on identified children to assist in tracking, evaluation, program implementation and review.

The present Student System was modified, beginning in the fall of 1986, to accommodate the need of Special Education record keeping. The system was implemented in January 1987 and the Special Education department is now entering the relevant data.

This information should be available to the school at all times. It would be particularly beneficial in tracking transient students in order to ensure the continuation of their program. This benefit cannot be provided in an efficient manner without the appropriate equipment in the schools.

These are just three examples, there are many others:

- Electronic messaging and calendaring
- Access to statistical data
- On-line entry of Supply and Equipment Requisitions, Repair Request Memos
- On-line entry of Standard Supplies order requests
- On-line entry of school budgets
- Access to school general ledger accounts, student records, employee records (limited), library catalogues, etc.

All of these systems would reduce the paperwork and inherent delays of todays systems, thereby improving the efficiency of administrative tasks. This efficiency would in turn provide direct benefits to the educational process as a whole.

At present, the Computer Services Department works with three committees to address needs of the schools in relation to the Student Information System. There is one committee each for composite secondary, vocational secondary and elementary schools. These committees have been in place for some years with the composite secondary group having been formed more than fifteen years ago. Needs are always a top item of discussion at these committees.

However, the frustration level articulated at these meetings continues to rise. The one consistent message is that the educational system in the schools is being impacted by the increasing administrative burdens. The people in the system are becoming increasingly aware of the capabilities of the new technologies. In many discussions at the committee level and with individual school office staff, we have learned of a widespread perception that the administrative needs of the schools (especially the Vocational and Elementary) do not receive adequate attention.

There are presently three Elementary schools using administrative microcomputers supplied through the Board's budget for administration. These schools have proved that significant benefits can be realized from their use. Word processing, presentation graphics, spread-sheets, all have provided benefits to the school operation (It should be noted that the principals of the three schools involved were already very computer literate and knew exactly what they would want to attempt. Intensive in-service training would be required to experience the same success in the majority of our schools).

Education Centre

The needs of the Education Centre parallel the needs of the school system. A difference would be that information presently requested from the schools (the list is endless) would be available immediately from any terminal (provided that terminal is granted access). The benefit is double-edged; the Education Centre receives its information through an automated process in real-time and the school is no longer concerned with counting, identifying, filling out forms and mailing.

In reverse, information presently controlled and residing in Education Centre systems would be immediately available to all schools. This includes accounting information, library files, employee data, textbook data, etc.

Also, within the Education Centre, many features of a fully electronic system would provide an efficient means of summarizing and reporting information, scheduling events and meetings, preparing and distributing agendas and minutes, etc. The retention of the Board minutes in a special data base would allow quick lookups on any subject, school or individual.

Data from a mainframe system can be transferred to microcomputers for incorporation into spread sheets, word processors or data base programs. The microcomputer is presently the optimum method for report preparation, desk top publishing, graphics work and related disciplines.

The Education Centre officials are charged with the responsibility of reporting to the Board. The tools exist to simplify and streamline this reporting process in terms of paper preparation, artwork, typing, duplicating, etc. In addition, the data (financial, Student and Employee) would be readily available to be drawn together and presented in a clear, accurate and timely fashion.

While the financial and employee systems are computerized, the systems do not meet the needs of the users in terms of timeliness or integration. Both systems will require a complete redesign and rewriting as the bases of both systems were created in the 1968 - 1972 period.

The needs of the education system are varied and numerous but many of them can be satisfied if we take the appropriate steps:

1. On-line communication to the Board's mainframe system from all schools and departments.

2. Microcomputers in school offices and the appropriate areas to handle a variety of administrative tasks.

3. Software, both mainframe and microcomputer to assist in the management of information.

4. User friendly, user defined systems.

5. Training.

It has been the Computer Services Department's goal to meet the needs of the system. Rising demands, changing technology and restrictions on resources have moved that goal further away than it was five years ago.

DEPARTMENT REQUIREMENTS

" GIVE US THE TOOLS AND WE WILL GET THE JOB DONE "

Winston Churchill

If the Computer Services Department is to meet the present and future needs of the educational system, there are resource requirements that must be addressed.

Staff

Without any further expansion of services in the department, there is a desperate need to provide additional staff. Three additional staff positions are required:

- Methods Analyst 1
- Programmer 1
- Operations Supervisor 1

If the recommendation to acquire a new mainframe and microcomputers is approved, then additional support staff will be required. In fact, the equipment recommendation must go hand in hand with the staff recommendation. Four additional staff positions would be required:

- User Liaison and Training Leader 1
- User Liaison and Training Person 1
- Telecommunications Technician 1
- Microcomputer Support Person 1

The addition of seven staff would not be required at one time. A phase-in of the program over three years, with four staff added in 1988, two in 1989 and one in 1990 would be most appropriate.

	1988	1989	1990
STAFF LEVEL	4	6	7
ANNUAL COSTS	$180,000	$280,000	$340,700

Mainframe, Mainframe Software and Telecommunication Lines

The present mainframe would require a major model upgrade from a model 4361-5 to a model 4381-5. In addition, some of the peripheral devices would require replacement. There would also be a need for a larger communication line controller to manage the increased number of telecommunication lines. Some of the existing equipment would remain.

The systems software would be updated to run the VM operating system. Data base software would be acquired to run within the new environment.

Lease, license and maintenance costs would be derived from arranging a five year term lease on the mainframe.

Total additional cost for this component of the resource requirements would be **$690,000** per annum.

Microcomputers, Network Controllers and Modems

All of these devices would be purchased. This would enable us to take advantage of quantity discounts.

	1988	1989	1990
CAPITAL COSTS	$750,000	$475,000	$175,700

Microcomputer Software

A package of selected software would be made available to all users. The costs could be lower if we are able to negotiate special license agreements. This is unknown at this time.

	1988	1989	1990
COST ESTIMATE	$125,000	$ 75,000	$ 25,000

Other Considerations

In addition to the cost estimates shown, there are other areas that require consideration. These would have to be addressed as part of an overall plan.

- Physical space limitations within the Computer Services Department
- Office furniture (carts) for school offices
- Electrical outlets and site modifications in schools
- Additional supplies costs during the initial phases

COST ESTIMATE SUMMARY

	1988	1989	1990
STAFF	180,000	280,000	340,700
MAINFRAME	690,000	690,000	690,000
MICROCOMPUTER	750,000	475,000	175,000
MICROCOMPUTER SOFTWARE	125,000	75,000	25,000
TOTAL	$1,745,000	$1,520,000	$1,230,700

It must be pointed out at this time, that these are the general requirements as seen from today's perspective. Changing system priorities, technological advances, budget constraints, outside influences can, and most probably will, affect this program. An ongoing review system, guided by Senior Management, must be in place to assure the plan's effectiveness and provide the needed support to the Computer Services Department.

OTHER DEPARTMENT ACTIVITIES

The following is a short description of some of the major activities that are part of the Computer Services Department responsibilities. These activities are not part of the department's mainstream, but nonetheless have impacted the department in a dramatic fashion in terms of a drain on existing staff's time.

The list is provided for information only to assist the reader in understanding some of the underlying factors that have created the environment that exists today.

ADMINISTRATIVE SYSTEMS

Reviews, recommends and implements administrative systems, with related equipment, to assist academic and business personnel in the performance of their duties.

Requests may originate from Senior Management, individual Supervisors, external sources (legislation changes) or any concerned staff member.

When a request for assistance is scheduled, interviews are arranged to isolate the problems, solutions are determined and steps taken to implement the changes. All of these actions are performed with the direct involvement and cooperation of the people concerned.

When the assignment is a major undertaking and will encompass numerous operating areas of the Board, a project team is established with the Systems personnel either heading the team or as prime members.

FORMS AND ADMINISTRATIVE PROCEDURES

Assists all personnel in the review, documentation and development of standardized administrative forms and procedures. Arranges with various service departments for the preparation, production and distribution of the newly created or revised materials.

When the need for a new or revised form or procedure is determined, the originator prepares a draft and discusses the proposal with the people concerned. The assistance of the Forms and Procedures personnel may or may not be requested at this time. However, their involvement is required when formal approval is processed.

Upon receiving approval of the proposal, the Forms and Procedures personnel finalize the designs and documentation. Arrangements are made to reproduce the materials, either through in-house service departments or outside suppliers. An initial supply of the materials is distributed to the personnel concerned and the remaining stock is warehoused.

TELEPHONE SYSTEMS

Provides administrative and technical assistance related to the research, design, installation and monitoring of electronic telephone systems and data communications throughout the Board.

When Senior Management decided to upgrade the telephone communications systems, the Computer and Technical Services Systems staff became the in-house technical contact for Board personnel and outside suppliers.

In addition to providing technical assistance in the selecting and implementing of electronic telephone communications systems, the Systems personnel also provide a monitoring service that issues selected reports to operating management. These selected reports are issued monthly and display the details related to the usage of special services provided to the various operating departments.

The annual operating budget for Board telephone services is determined and monitored by the Systems personnel.

INTERNAL DAILY DELIVERY SYSTEM

For the Education Centre, schools and other Board satellite locations, provides daily pickup and delivery of internal mail, audiovisual films and materials, packages and other portable items.

This service originates from the facilities at 220 Dundurn Street South. The delivery operation involves two drivers and trucks provided by the Board and also two drivers and trucks provided through an outside contractor. Daily sorting of the mail is performed by the drivers and personnel from the Warehouse Department.

The Equipment Services Supervisor directs the operation on a day-to-day basis.

The annual operating budget for the cartage operation, which includes the delivery system, is prepared by the Systems personnel and monitored by the Equipment Services Supervisor.

EQUIPMENT REPAIR SERVICES

Provides an in-house repair and installation service for all Board audiovisual and microcomputer equipment.

The Equipment Repair Services operation is located at 220 Dundurn Street South. The services at this location are provided by the Equipment Services Supervisor, department Secretary and four Equipment Repair Technicians.

Approximately 10,000 to 15,000 pieces of audiovisual and microcomputer equipment are in use throughout the Board. When repairs are necessary, the equipment is picked up by the Warehouse cartage service or the Internal Daily Delivery Service and delivered to the shop. When repaired, the equipment is returned.

The Technicians provide on-site repairs and installation services throughout the Board when in-shop servicing is not appropriate.

When requested, supplies such as computer paper, ribbons, cables, projector bulbs, headphones, etc., are shipped from an in-shop inventory.

For purposes of the theft deterrent programme Operation Provident, all audiovisual and microcomputer capital equipment is cleared through the Equipment Repair Services shop and physically identified before being forwarded to the requesting location.

In addition to the preparation and monitoring of the annual repair budget, detailed records of repair services performed by equipment types are maintained.

CONCLUSIONS

If one is aware of technological developments and their implementation in all facets of our lives, then one must also be aware that the same implementation has not occurred, to anywhere near the same degree, in the administration of the educational system.

From the internal perspective of the Computer Services Department, programs that impact our students directly, receive more attention and priority than administrative programs. This is as it should be; the students are the single most important element of the educational system. However, the people who provide the support systems for our students do not have adequate administrative support systems to aid them in the process of program delivery.

A program to meet the needs of the educational system in terms of automated decision support systems, office systems, record keeping and the like, will require the expenditure of considerable sums of money. (See Exhibit "C" - the 1987 Computer Services budget represents approximately .7% of the total board operating expenditure budget).

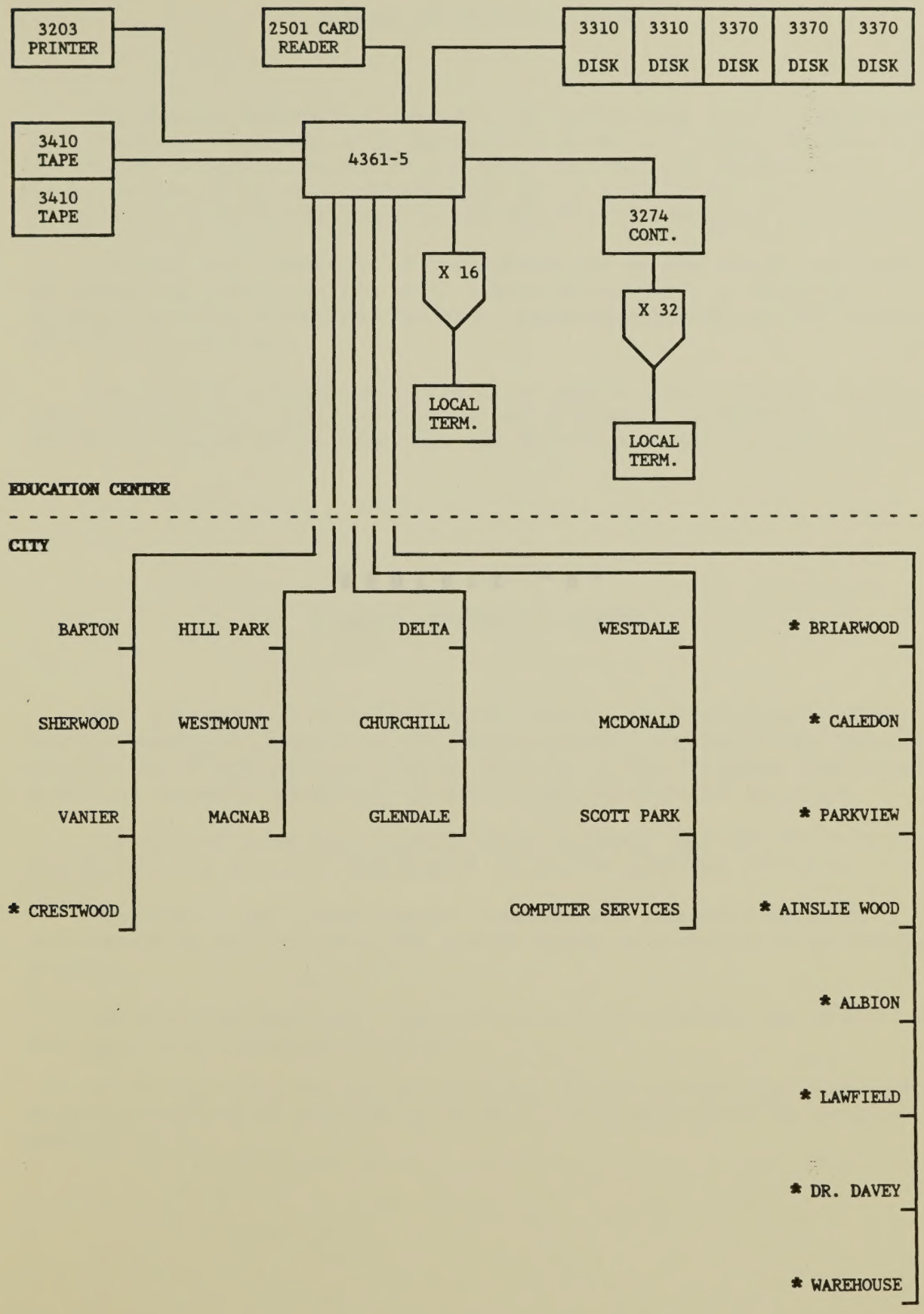
The Computer Services Department has been criticized in some quarters for non-delivery of services. Quite simply the department has not had the resources to meet the demand. In addition, the demand has been from all directions and with little or no control in terms of priority setting for the organization as a whole. The frustration within the department from seeing goals recede even though greater effort is being expended, is not conducive to maintaining a stable, high technology working environment.

The Education System has pressing needs. The Resources are not present to meet the needs.



EXHIBIT "A"

MAINFRAME SYSTEM CONFIGURATION



* - These locations have a single microcomputer attachment; all others have a remote communications controller that will allow up to 8 Terminals per location. Each composite secondary school has 1 terminal and 1 microcomputer attached to the controller.

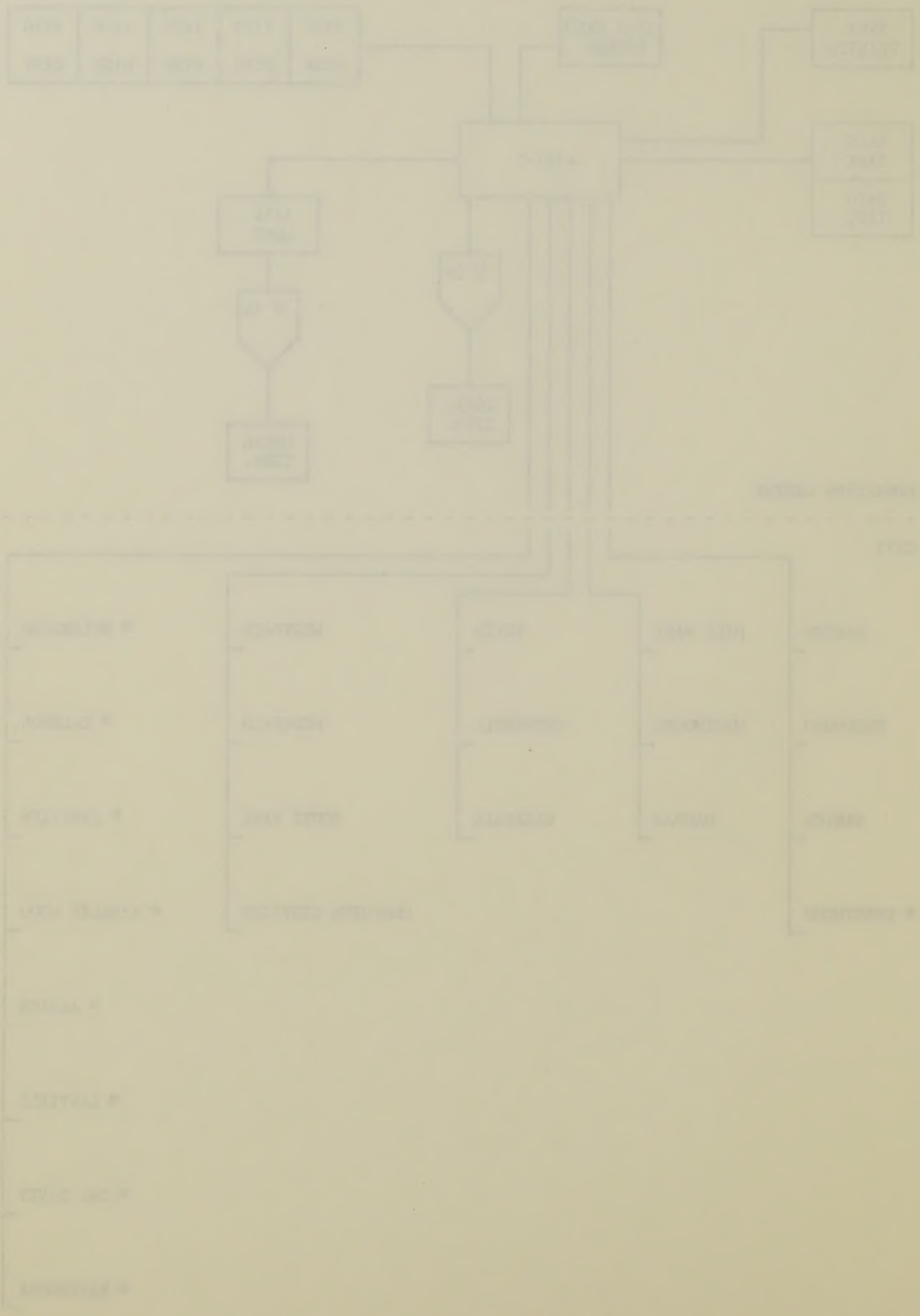


EXHIBIT "B"

STUDENT INFORMATION SYSTEM

The Student Information System is an interactive on-line application that provides a comprehensive current and historical record for students. The system is used to establish and maintain, for each student, an automated set of personal and academic school records for report preparation, statistical analysis and school administrative purposes.

Accuracy and timeliness of information are of the utmost importance in submitting details at the local school office level of entry to support the areas of attendance, marks reporting, scheduling and issuing of official reports.

The Student Information System is of such a scale, that a separate and complete report would be required to adequately describe it. Sixty percent of the machine's resources are devoted to this one system.

EMPLOYEE INFORMATION SYSTEM

This system is an inventory of the Board's human resources. The initial component consists of the basic personal, employment and benefit information of the employee that is utilized by the Personnel Department staff and Academic Management to record the placement of employees.

The initial component supports other segments that are utilized by the Payroll and Research Departments to perform specific functions.

The Payroll Department segment contains all necessary detailed information to pay employees and create source information for budgeting purposes.

The Research Department segment contains all academic qualifications and experience historical records.

The fringe benefits segment included in the initial component of the Personnel Department information is utilized to administer the various employee plans.

FINANCIAL SYSTEMS

The Financial Systems support the day-to-day operations of all departments in the area of general accounting. Detailed information to the level of location or function is provided. Payment of accounts are processed on a regular basis and automated cheques are issued with supporting documentation.

On a regular bi-monthly cycle the actual expenditures are monitored to generate management reports for the purpose of controlling and forecasting the financial position of the Board.

At the fiscal year end, the information is incorporated into the financial statements.

PURCHASING STANDARD SUPPLIES

Each year itemized standard supply listings are provided to the schools in order to create automated bulk purchase orders.

This listing allows the individual school to request the supplies for the total school year in one operation. When these requests are processed, tenders are prepared, prices determined and the orders placed.

During this process, financial reports comparing the actual costs of requests to the amounts allocated for each location are regularly prepared for use of the Purchasing Department personnel in co-operation with the Budget Department and school administrative staff.

ENERGY

This is an operating level system. It creates and maintains a set of records to record energy related information and provide a means of distributing energy costs to each Board location.

Journal entries are prepared and processed through the general accounting system to record the related dollar amounts of the unit usage records and also to generate the accounts payable cheques.

Usage comparison reports are prepared on a month-to-month basis for the current and previous year. They are utilized by the Building Department personnel to monitor and manage hydro, natural gas, heating oil and water consumption.

DEBENTURES

A set of records for each debenture issued is created and maintained by the Accounting Department for reporting, analysis and administrative purposes of the Board.

Each year a payment schedule report is prepared that details the complete repayment cycle of each debenture to maturity with the related principal and interest dollar amounts.

GRID ANALYSIS

Presents in detail (employee counts, payroll costs, level increments and years to maximum) the relationship between the present acadamic salary grid payment levels and those being proposed for negotiation with the various teacher federations.

After management has determined a course of action to follow towards a possible settlement position, this system provides an organized approach to presenting detailed offers.

In addition to presenting offers, those received may be costed and compared to current presentations.

BUDGET

An on-line system to accumulate individual requests from each location by specific groups of expenditures and to allot revenues from provincial, local and other sources.

The budget is developed in considerable detail with every item capable of scrutiny so that, subsequent to Board approval of the budget, control of expenditures and revenues can be exercised.

While the budget covers a period of one year, the development process takes into consideration long term plans and the impact of current year decisions on future expenditures and revenues.

At the completion of the budget approval process, detailed books of the accumulated information are prepared to address the needs of the various departments involved with implementation.

PAYROLL BUDGET ANALYSIS AND FORECASTING SYSTEM

Actual current payroll information is modified to develop the payroll budget on a monthly basis for the upcoming year. The detail of the monthly breakdown of the annual payroll budget provides number of employees, hours worked, overtime, allowances and gross pay with anticipated contract adjustments plotted in the appropriate months.

The payroll budget information is incorporated into the total annual operating budget for the Board. Upon approval, the appropriations are assigned to the various general ledger operating accounts and subsequently compared to actual expenditures on a month-to-month and year-to-date basis.

Variance information related to the payroll portion of the total budget is provided to the Payroll Supervisor at the detailed level for cost controlling and forecasting decision making. This information is also utilized by other management personnel.

APPROVED TEXT

A detailed record of texts approved for school use and preparation of operating reports to place requests to purchase specific titles.

The process of approving a text title culminates at the Board level. When approved, the information is available to order the texts to prepare comparisons to budget appropriations and to monitor curriculum offerings. Using the approved title information, at the individual school an inventory of textbooks issued to each student is maintained.

WORK ORDERS

Accumulates charges for labour and materials related to work orders in the Building Department that are directed to the repair and maintenance of Board property.

For each work order the charges are recorded on an on-going basis. The initial estimate is committed by account in the general ledger and the charges are recorded monthly for financial comparison purposes and internal and external payments.

The Building Department personnel utilize the individual work order information to monitor the progress performance in relationship to the original request. Any variances are then reviewed.

LIBRARY CATALOGUE

All relevant library books and reference materials of the Dr. Harry Paikin Library in the Education Centre are recorded in the same manner as a manual library catalogue system. With the information in an automated state the requests for catalogues can be more readily processed.

Catalogues may be either printed on regular report paper or on microfiche from computer prepared tapes.

As in the manual catalogue operation, information is available by title, author and subject.

MEDIA SERVICES CATALOGUE AND BOOKING SYSTEM

All schools contact a central booking source to order films, videos and other media materials to be delivered to their location at a time appropriate for classroom instruction.

The on-line capabilities of processing a specific request allow immediate acknowledgement of the request.

Daily reports are produced to provide the Media Services personnel with pickup and delivery information.

Statistics are prepared of the usage for monitoring the inventory in order to keep it current.

PAYROLL

Produces monthly or bi-weekly payment of earnings for all active regular and casual Board personnel recorded on the Employee Information System.

Each pay period, all earnings and deductions information is accumulated by individual employee. This information is retained with previous pay period details to create historical records for internal statistics, external government reporting and other approved payments.

The actual expenditures are incorporated into the general accounting operation and subsequently utilized in the budget monitoring of variances.

For each payroll produced, earnings statements and bank deposit reports are prepared and distributed.

EQUIPMENT INVENTORY MANAGEMENT

All budget approved equipment in specific groupings is recorded by the Purchasing Department from the purchase order at the time of ordering. Listings of ordered items that have been received are processed based on verification by the school personnel.

Each item recorded has the make, model, serial number, value and various reference codings as a minimum requirement for insurance purposes and the Operation Provident theft deterrent programme.

EXHIBIT "C"

COMPUTER SERVICES

- 1987 OPERATING BUDGET -

Salaries & Wages	$ 607,139.00
Employees Benefits	77,742.00
Travel Expense	1,544.00
Personnel Training	10,050.00
Books, Films & Software	13,300.00
Supplies & Services	133,840.00
Capital Expenditures	18,950.00
Rentals	370,033.00
Fees & Contractual Services	546.00
Other	700.00
TOTAL	**$1,233,844.00**

Board of Education,
Hamilton, Ontario,
1987 08 27.

TO THE CHAIRMAN AND MEMBERS,
BUSINESS MANAGEMENT COMMITTEE,
Board of Education,
Hamilton, Ontario.
Ladies and Gentlemen:

ELEMENTARY/SECONDARY

I have the honour to present for your consideration the following recommendations of the Business Administrator:

(a) That the resignation of Linda D. Prescod, Secondary School Clerical and Secretarial Staff, be accepted effective 1987 08 14.

(b) That Patricia Hoffman be appointed to the Probationary Secondary School Clerical and Secretarial Staff, Level 1, effective 1987 08 24, with salary according to the Collective Agreement.

(c) That Mary-Ellen Riddell, Secondary School Clerical and Secretarial Staff, be granted a Maternal Leave of Absence, to commence 1987 09 07, in accordance with the Employment Standards Act, to be followed by a Personal Leave of Absence, effective 1988 01 04 until 1988 07 01.

Respectfully submitted,

A. J. Krever,
Director of Education
and Secretary.



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